

BOARD OF SUPERVISORS

Brown County



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PUBLIC SAFETY COMMITTEE

Andy Nicholson, Chair
Tom De Wane, Vice Chair
Carole Andrews, Bill Clancy, Andy Williams

PUBLIC SAFETY COMMITTEE

Wednesday, October 7, 2009

5:00 p.m.

**Rm 200, Northern Building
305 E. Walnut Street**

**** REVISED ****

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of the August 25, 2009 and September 2, 2009.

1. Review minutes and reports of:
 - a. Emergency Medical Services Council (8/19/09).
 - b. Fire Investigation Task Force (5/28/2009).
 - c. Fire Investigation Task Force Board of Directors (5/21/2009).
 - d. FoxComm Fiscal Advisory Board (9/3/2009).

Communications

2. Communication from Supervisor Erickson re: Brown County should look at having drug offenders register their current addresses so residents have knowledge of who is living in their neighborhoods. (Referred from September County Board).
3. Communication from Supervisor Scray re: Review BC requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Item was held for one month).

Circuit Courts

4. Budget Status Financial Report for August 31, 2009.
5. Request for Budget Transfer (#09-56): Interdepartmental Transfer: Request to cover the Circuit Courts 1-8 2008 deficit in the amount of \$72,759. (*Referred from September County Board with a motion to suspend the rules to refer back to Committee and to have the respective department heads to present new ways to stay within the budget for 2009.*)

District Attorney

6. Monthly drug criminal complaint numbers (standing item).
7. Request for Budget Transfer (#09-57): Interdepartmental Transfer: Request to cover the 2008 deficit in the amount of \$40,362. (*Referred from September County Board with a motion to suspend the rules to refer back to Committee and to have the respective department heads to present new ways to stay within the budget for 2009.*)

Teen Court

8. August 2009 Teen Court Stats.

Sheriff

9. Key Factor Report for October 2009 and Jail Average Daily Population by Month and Type for the Calendar Year 2009.
10. Budget Status Financial Report for August 31, 2009.
11. Request for Budget Transfer (#09-58): Interdepartmental Transfer: Request to cover the Sheriff's 2008 deficit in the amount of \$1,034,553. (*Referred from September County Board with a motion to suspend the rules to refer back to Committee and to have the respective department heads to present new ways to stay within the budget for 2009.*)
12. Request for Budget Transfer (#09-80): Increase in Expenditures with Offsetting Increase in Revenue (see attached for details).
13. Sheriff's Report.

Clerk of Courts

14. Budget Status Financial Report for July 31, 2009 and August 31, 2009.
15. Request for Budget Transfer (#09-55): Interdepartmental Transfer: Request to cover the Clerk of Court 2008 deficit in the amount of \$57,379. (*Referred from September County Board with a motion to suspend the rules to refer back to Committee and to have the respective department heads to present new ways to stay within the budget for 2009.*)

Public Safety Communications

16. Presentation on the Radio Interoperability Project.
17. Discussion & Action re: Item #7a of the Local Emergency Planning Committee minutes.
18. Budget Status Financial Report for July 31, 2009 and August 31, 2009.
19. Director's Report.

Medical Examiner No agenda items.

Other

20. Audit of bills.
21. Such other matters as authorized by law.

Andy Nicholson, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Word97/agendas/pubsaf/October7_2009.doc

PROCEEDINGS OF THE BROWN COUNTY
PUBLIC SAFETY COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a special meeting of the **Brown County Public Safety Committee** was held on Tuesday, August 25, 2009 in Room 200 of the Northern Building, 305 East Walnut Street, Green Bay, WI.

Present: Andy Nicholson-Chair, Carole Andrews, Bill Clancy, Tom DeWane.
Excused: Andy Williams.
Also Present: Bob Heimann, Harold Kaye, Fred Mohr, Shelly Nackers, Jim Nickel, Jayme Sellen.
Supervisor Jack Krueger.

1. **Call Meeting to Order:**

The meeting was called to order by Chair Andy Nicholson at 2:00 p.m.

2. **Approve/Modify Agenda:**

Motion made by Supervisor DeWane and seconded by Supervisor Andrews to approve. MOTION APPROVED UNANIMOUSLY

3. **Discussion of the Termination Agreement with FoxComm including Possible Action.**

Attorney Fred Mohr said he met with Attorney John Bodnar in Appleton last week, and they reviewed the Agreement. Attorney Mohr said he told Attorney Bodnar that the most important issue for Brown County right now is to obtain the data needed to get the system up and running. Attorney Mohr said it is FoxComm's position that FoxComm is to be the legal custodian of Brown County's historical records; and Attorney Mohr said he does not have an issue with this. He added FoxComm does not want Brown County to have FoxComm's historical data; therefore, he included that stipulation in the Termination Agreement.

Supervisor Bill Clancy asked who would be responsible if FoxComm inadvertently released some of Brown County's information. Attorney Mohr said he discussed this with John Luetscher, Brown County Corporation Counsel; and they agreed that Brown County would have absolutely no liability.

Attorney Mohr likened this to a couple getting divorced and said there has been a lot of misunderstanding as to Brown County's rights. Attorney Mohr said Brown County's rights are limited and reviewed what Brown County was actually giving up. He opined that Brown County was not giving up anything of importance.

Concerning the costs, Attorney Mohr said that issue can be addressed at a later date; because if Brown County makes that an issue right now, the new system will not be operational in time.

Supervisor Jack Krueger asked why FoxComm would not want to share their data, since law enforcement indicates that it is advantageous to share data. Attorney Mohr said FoxComm is concerned that the information could be released since Brown County is not the legal custodian and, therefore, not under the same statutory obligations.

Supervisor Carole Andrews asked if FoxComm would be able to go in and read Brown County's data. Attorney Mohr said it is possible, but "let's not lose sight of what we are talking about." He stated that since this is historical incident data, what difference would it make if FoxComm does this? He indicated that if personally identifiable information were released to the public somehow, Brown County would have grounds for a lawsuit.

Attorney Mohr referred to the "Agreement Regarding Brown County's Notice of Termination from FoxComm Consortium" (copy attached) that he distributed, and said this agreement allows Brown County "to move on with our lives." Provided this Committee recommends and FoxComm's Committee recommends that this be adopted, then steps can begin tomorrow afternoon.

When Supervisor Andrews questioned Item No. 5 of the Agreement, she expressed concern that Brown County would be delayed until after December 31st and would be forced to incur additional costs. Attorney Mohr said he is not concerned about this; he would get an injunction; and he opined that "no court would allow our system to go down."

Supervisor Clancy asked how confident Attorney Mohr is that Brown County will be on schedule if the Committee approves this. Attorney Mohr said he has been told that if the Agreement is approved and the configuration files are received in the next few days, Brown County will be right on schedule. When Mr. Clancy asked what would happen if FoxComm delayed this, Attorney Mohr said he would then have to go to Court and try to get an injunction. He opined that there is a good possibility that Brown County would be successful; however, this could cause a delay. He said it is better to operate on a voluntary basis and has been assured by Attorney Bodnar that he sees no roadblocks from the FoxComm Committee.

Supervisor Krueger asked if Jim Nickel, Public Safety Communications Director, could speak to this issue. Chair Nicholson asked Mr. Nickel to approach the Committee, and Mr. Nickel said he was requested not to discuss this. When Chair Nicholson asked Mr. Nickel who told Mr. Nickel not to speak, he said it was County Executive Tom Hinz. Mr. Nickel said this was Attorney Mohr's area of responsibility in terms of offering legal advice; he has operational concerns that he has already expressed. Chair Nicholson asked Attorney Mohr if he knew what the concerns were. Attorney Mohr said one concern that he has already addressed was the fact that FoxComm has Brown County's data. The other area of concern that Attorney Mohr said Mr. Nickel had was the area of cost. Again, Attorney Mohr said he did address that area and recognized that this may be an issue at a later date.

Attorney Mohr asked Mr. Nickel if Brown County gets "those configuration files and Motorola starts doing that even this week, we are not going to be out of line to get our scheduled fully operational data up in time by the end of the year, are we?" Mr. Nickel said no, if we get the data soon that is not a problem. Attorney Mohr said he was told by Attorney Bodnar that "he (Bodnar) believes that with tomorrow's meeting he will have the authority to give the okay to get us into those configuration files."

Supervisor Andrews asked for Bob Heimann's, Information Services Director, input. Mr. Heimann said he thinks Attorney Mohr has really examined this issue, gained a lot of insight into it, and appreciates his efforts. He said Brown County is a little behind schedule because of this, but should be able to meet the end of October cut-over assuming that nothing else arises.

Supervisor Clancy questioned where the funds would come from for this cost if a settlement has to be made. Attorney Mohr said the County Executive has told him that if it is not a lot of money, the County Executive will find the funds.

Supervisor Krueger asked Attorney Mohr if Brown County owed 40 percent of FoxComm's costs under the contract until December 31, 2009. Attorney Mohr said that is correct; however, there are provisions if FoxComm goes over budget. He said we do not give them a blank check; we budget a dollar amount and that is where the cap is.

Motion made by Supervisor Andrews and seconded by Supervisor DeWane to approve. MOTION APPROVED UNANIMOUSLY

4. **A closed session pursuant to sec. 19.85(1)(e), Wis. Stats., to deliberate or negotiate specified public business requiring a closed session for competitive or bargaining reasons to discuss the termination agreement with FoxComm:**

None.

5. **Such other matters as authorized by law. None.**

Motion made by Supervisor Andrews and seconded by Supervisor Clancy to adjourn at 2:34 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

Agreement Regarding Brown County's Notice of Termination from FoxComm Consortium

WHEREAS, on November 6, 2008, a notice of termination by Brown County from the FoxComm Consortium was delivered by Brown County to the Calumet, Outagamie and Winnebago County Clerks, the County Executives of Outagamie and Winnebago County and the County Administrator of Calumet County: and

WHEREAS, the members of the FoxComm Fiscal Advisory Board (FAB) accept the terms of said notice and the termination date of December 31, 2009 relating to the participation of Brown County in the FoxComm Consortium; and

WHEREAS, the County Executives of Brown, Outagamie and Winnebago County and the County Administrator of Calumet County and members of the FoxComm FAB (hereinafter referred to as "FAB") have reviewed a list of hardware, software, equipment and furniture owned by FoxComm and located within Brown County.

NOW, THEREFORE, IT IS HEREBY AGREED TO by and between the County Executives of Brown, Outagamie and Winnebago County and the County Administrator of Calumet County and the FAB members, as follows:

1. Brown County will be considered a fully committed partner in the FoxComm Consortium (hereinafter referred to as "FoxComm") until December 31, 2009 and shall participate in its operation until that date in accordance with all existing agreements.

2. That all hardware, software, equipment and furniture owned by FoxComm and located in Brown County shall be made available for delivery to the remaining FoxComm participants in the third quarter of 2009. Delivery will be procured and managed by FoxComm staff. Relocation costs, which shall include any expenses for reinstallation of equipment, will be paid by FoxComm under the existing cost sharing formula by Brown, Calumet, Outagamie and Winnebago Counties.

3. That all hardware and software licenses currently being held by Brown County on behalf of FoxComm will be transferred to FoxComm by July 1, 2009.

4. To relieve Brown County of additional expenses for FoxComm administration, administrative responsibility as the fiscal agent for FoxComm will be transferred to Calumet County on October 1, 2009. Fiscal administration of all grant or funding opportunities after January 8, 2009 shall be conducted by Calumet County.

5. Network connections to Brown County will be terminated after December 31, 2009, *unless a separate written agreement is initiated to continue* Brown County's direct access to the system for use of the FoxComm system after date of termination. A procedure for record retrieval during the statutory record retention period, which is usually seven years, shall be developed by FoxComm for retrieval of any Brown County records in the custody of FoxComm after the date of Brown County's termination from FoxComm.

6. Brown County will contract with Motorola, at Brown County's expense, to copy all the configuration files from the FoxComm system for transfer to the new Brown County system (i.e., CAD database and Open Query Form configuration files). FoxComm will cooperate and assist with the orderly transfer of such configuration files. Brown County will remove and delete any configuration data or incident data not required by Brown County. Brown County shall notify FoxComm that the unnecessary files have been deleted at which time a FoxComm representative will be given access to the Brown County system in order to verify that the unnecessary files have been deleted. Brown County agrees to delete the unnecessary files prior to the time the Brown County system becomes fully operational.

7. Brown County will contract with Motorola to copy all agency incident and incident related files from FoxComm for transfer to the new Brown County system. Motorola will create a Brown County only database for the new Brown County system.

Dated this _____ day of _____, 2009.

FoxComm Fiscal Advisory Board

By: _____
 Brian Leonhardt, Chairman
 Calumet County Board of Supervisors

By: _____
 Patty Francour, Vice-Chair
 Winnebago County Admin.

By: _____
 Gerald Pagel
 Calumet County, Sheriff

By: _____
 Michael E. Brooks
 Winnebago County, Sheriff

By: _____
Howard Mezera
Calumet County Admin.

By: _____
Patrick Brennand
Winnebago County
Board of Supervisors

By: _____
Bradley Gehring
Outagamie County, Sheriff

By: _____
Paul Hirte
Outagamie County
Board of Supervisors

By: _____
Tom Pynaker
Outagamie County Admin.

By: _____
James V. Nickel
Brown County PSC Director

By: _____
Lynn VandenLangenberg
Brown County Admin.

PROCEEDINGS OF THE BROWN COUNTY
PUBLIC SAFETY COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on Wednesday, September 2, 2009 at the Emergency Operations Center, 3030 Curry Lane, Green Bay, WI

Present:	Carole Andrews, Bill Clancy, Andy Nicholson, Andy Williams
Excused:	Tom DeWane
Also Present:	John Zakowski, Susan Tilot, Dennis Kocken, Don Hein Jim Nickel, Shelly Nackers J.D. McKay, Jean Eckers, Lisa Wilson, Neil Basten Lois Mischler, Bob Heimann, Supervisor Mary Scray Tom Hinz, Jayme Sellen, Other Interested Parties, Media

I. **Call Meeting to Order:**

The meeting was called to order by Chairman Andy Nicholson at 5:00 p.m.

II **Approve/Modify Agenda:**

A request was made to move items 13 & 14 forward and to take them together.

Motion made by Supervisor Andrews and seconded by Supervisor Clancy to approve the agenda as modified. MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of August 5, 2009:**

Motion made by Supervisor Andrews and seconded by Supervisor Clancy to approve. MOTION APPROVED UNANIMOUSLY

1. **Review Minutes and Reports of:**

- a. **Fire Investigation Task Force General Membership (5/28/09)**
- b. **Special Public Safety Committee (8/25/09)**

**Motion made by Supervisor Andrews and seconded by Supervisor Clancy to receive and place and place on file 1 a & b.
MOTION APPROVED UNANIMOUSLY**

Communications:

2. **Communication from Supervisor Scray re: Review BC requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Referred from August County Board):**

Supervisor Scray explained her concerns regarding better verification of applicants applying for County benefits in order to avoid fraud. Scray asked that this item be held for 30 days to allow her time for further research.

Supervisor Williams pointed out that yesterday, 9/01/09, ten cases of fraud were filed with the District Attorney's office (list distributed)

Present identify requirements were discussed and Supervisor Scray stated they are vague and she has been told there is a risk of "over verifying". Again, she asked for time to do further research and bring back to committee.

Motion made by Supervisor Williams and seconded by Supervisor Clancy to hold for one month. MOTION APPROVED UNANIMOUSLY

District Attorney:

3. **Monthly Drug Criminal Complaint Numbers (standing item):**
Handouts relative to "Criminal Drug Charges filed in August 2009", along with "August 2009 Demographics" were distributed (attached).

- District Attorney, John Zakowski, announced that interviews are underway for a Drug Task Force Attorney. A decision will be made in order for the individual to begin on 9/20/09.

Motion made by Supervisor Andrews and seconded by Supervisor Williams to receive and place and place on file. MOTION APPROVED UNANIMOUSLY

4. **Request for Budget Transfer (#09-57): Interdepartmental Transfer: Request to cover the 2008 deficit of \$40,362 for the District Attorney (see attached for details):**

This budget transfer again is a request to cover the 2008 deficit of \$40,362 for the District Attorney's office. The shortfall was attributable to the reclassification of legal assistants to a higher rate of pay, casual payouts, overages of student/ extra help along with an overage in paper service. The overage was due to increased process fees and an increase in the number of rescheduled cases requiring subpoenas to be served multiple times.

Supervisor Williams asked if there were savings from vacant attorney positions, and Susan Tilot explained that because they were state attorneys, any savings went to the state.

Further discussion resulted in Supervisors Nicholson and Williams stating they would not support the transfer and preferred it go before the County Board.

Motion made by Supervisor Andrews and seconded by Supervisor Clancy to approve. Ayes: Andrews, Clancy; Nays: Nicholson, Williams. MOTION FAILS

Sheriff:

5. **Key Factor Report for September and Jail Average Daily Population by Month and Type for the Calendar Year 2009:**

Don Hein distributed revised figures for the period covering May 2006 to July 2009 (attached), explaining that original reports did not separate the number of "lock-up" inmates held in the Work Release Facility so double-counting issues occurred.

Also distributed was a report of "Jail Capacity by Pod Plus Actual Averages" for August 31, 2009. (See attached). This report shows the jail at 93% capacity.

Motion made by Supervisor Andrews and seconded by Supervisor Williams to receive and place and place on file. MOTION APPROVED UNANIMOUSLY

6. **Request for Budget Transfer (#09-58): Interdepartmental Transfer: Request to cover the Sheriff's 2008 deficit in the amount of \$1,034,553. (See attached for details):**

This request to cover the Sheriff's 2008 deficit in the amount of \$1,034,553, was attributed to a shortfall in overtime and projected jail revenues that failed to materialize. Sheriff Kocken explained that although 70 inmates were predicted to be boarded, numbers dropped. Originally the department predicted 50, and the County Board added an additional 20. A second significant reason for the revenue shortfall was a decrease in Huber prisoner revenue as economic conditions resulted in a lower number of inmates being employed.

Discussion by the committee resulted in Supervisor Andrews stating she understood it was difficult to predict the economic downturn and Huber employment, however, Supervisors Nicholson and Andrews preferred to take the matter to the County Board.

Motion made by Supervisor Clancy and seconded by Supervisor Andrews to approve. Ayes: Andrews, Clancy; Nays: Nicholson, Williams. MOTION FAILS

7. Request for Budget Transfer (#09-73): Increase in Expenditures with Offsetting Increase in Revenues:

Due to the resignation of an officer assigned to the Village of Allouez, and a wish to leave the position unfunded for the remainder of 2009, a pro-rated decrease of revenues and a corresponding decrease in expense exists.

Motion made by Supervisor Andrews and seconded by Supervisor Williams to receive and place and place on file. MOTION APPROVED UNANIMOUSLY

8. Sheriff's Report;

Sheriff Kocken reported that inmate labor totaling 1386 hours was utilized at the Brown County Fair. He hopes to expand this program, with a request to the Court to recognize that time served on a work crew would be time off the total sentence. He encourages other departments in Brown County to take advantage of this program.

Supervisor Williams suggested that part-time summer positions be filled through this program. Executive Hinz indicated that he has discussed the possibility of using inmate labor to cut center lanes, etc. with Highway Commissioner, Brian Lamers.

Motion made by Supervisor Andrews and seconded by Supervisor Clancy to receive and place and place on file. MOTION APPROVED UNANIMOUSLY

Teen Court:

9. July 2009 Teen Court Stats:

Lois Mischler referred to her report in packet material, reporting there were eight successful completions in July. Because there is a sufficient team of volunteers at this time, and because it is unknown if this program will be funded in 2010, there will be no further training.

Motion made by Supervisor Clancy and seconded by Supervisor Andrews to receive and place and place on file. MOTION APPROVED UNANIMOUSLY

Public Safety Communications:

10. IFRN/MARC Repeater ID Homeland Security Grant Award:

- 10a. **Request for Budget Transfer (#09-74): Increase in Expenditures with Offsetting Increase in Revenue: Homeland Security has approved our grant application to fully fund adding identification to the MARC Repeater and partially fund a new IFERN station:**

Jim Nickel reported that Brown County has been awarded an IFERN (Interoperable Fire Emergency Radio Network) station in Brown County.

Homeland Security has approved Brown County's grant application to fully fund, adding identification to the MARC Repeater, and partially fund a new IFERN station. The local match of \$2,694 will come from Public Safety Communications non-outlay funds. Total grant allocation is \$18,878.

Motion made by Supervisor Andrews and seconded by Supervisor Williams to approve 10 and 10a. MOTION APPROVED UNANIMOUSLY

11. **Green Bay Back-Up 800 MHz Station at Lambeau Field:**

Mr. Nickel informed the committee that lightning damaged the 800 MHz back-up station for Green Bay Police at Lambeau Field. The station and antenna will be replaced as soon as possible from the final phase of the Radio Interoperability Project budget already approved in 2009 bonding.

Motion made by Supervisor Andrews and seconded by Supervisor Williams to receive and place and place on file. MOTION APPROVED UNANIMOUSLY

12. **Director's Report:**

Mr. Nickel distributed a written report (attached), highlighting items related to Foxcomm, Computer Aided Dispatch (CAD) project, changes to shift hours, etc.

Nickel reported that although Sprint/Nextel did approve a request to change the new Grenwatch system configuration for Green Bay Transit, there were so many changes added that it was not signed. When challenged, Sprint did remove the undesired changes from the document.

Nickel informed the committee that after the CAD project is operational, he intends to draft RFP specifications for a radio consultant. Cost was included in the 2009 first phase project bonding.

(See written report for details.)

Supervisor Clancy asked regarding the 75 cent tax which was to come to the 911 Communications Center. Nickel explained that has changed and the tax will now go to the general fund. Nickel stated this is a tremendous loss in terms of ability to fund operations and new technology.

Motion made by Supervisor Andrews and seconded by Supervisor Williams to receive and place and place on file. MOTION APPROVED UNANIMOUSLY

Clerk of Courts:

13. **Request for Budget Transfer (#09-55): Interdepartmental Transfer: Request to cover the Clerk of Courts 2008 deficit in the amount of \$57,379. (See attached for details):**

Circuit Court:

14. **Request for Budget Transfer (#09-56): Interdepartmental Transfer: Request to cover the Circuit Courts 1-8 2008 deficit in the amount of \$72,759. (See attached for details):**

A request by the Clerk of Courts for a budget transfer to cover a 2008 deficit in the amount of \$57,379 was discussed. Lisa Wilson explained the shortfall was mainly attributable to the reduced collection of fines and forfeiture revenues, particularly County Ordinance Forfeitures. Both County Ordinance Forfeitures and Penal Fines for County Civil Fees were affected by the economy. Although there is a process for collection, i.e. tax intercept, collection agencies, warrants for past due balances, and civil judgments, payments are not always made. Bail forfeitures have also had an effect, as well as interest on investments.

Questions from Chairman Nicholson regarding the deficit in County Ordinance Forfeitures for \$53,379 were explained by Neil Basten, who stated it is due to unsuccessful collections. When asked why persons not paying are not put in jail, Judge McKay explained there is not a law which incarcerates for non-payment. Other factors are considered before such would occur. Non-payment does not generate a warrant for incarceration. In addition, McKay explained that individuals who are not paying child support are only incarcerated if they are in contempt of court. If charged and ignore the process, a warrant can be issued

The request is to cover the Circuit Courts deficit in the amount of \$72,759 was explained by Judge J.D. McKay who stated this shortfall is attributable to overages in jurors and daily fees, stating that when a sequestered or multiple-week jury trial occurs, it is easy to exceed budget expectations.

McKay further explained that judiciary costs will continue to fluctuate based on need, i.e. doctor examinations (a requirement for an examination of the subject by two independent examiners), and interpreter services. McKay also pointed out that budgeted salaries for eight judicial assistants accreted into the courthouse bargaining unit will most likely be insufficient.

Questions were asked by the committee and Judge McKay attempted to explain that they budget to their best of their knowledge, however, they just do not know what some of the expenses will be.

Supervisor Andrews asked if it is possible to create a fund to meet unexpected expenses which could be carried from year to year, to which Judge McKay responded such funds have been avoided as they are difficult to justify.

Judge McKay explained that a new process has been implemented for failure to pay appointed attorney fees. If brought before a judge and held in contempt, offenders can be jailed. Notification letters were sent out July 1st, with a 60 day request to pay fines. Supervisor Williams questioned the present rate of \$70 per hour for appointed attorneys, suggesting it be reduced. McKay stated that although he was willing to look into this idea, questioned that it would effect the problem.

Motion made by Supervisor Andrews and seconded by Supervisor Clancy to approve. (No recommendation to the County Board)

Ayes: Andrews, Clancy; Nays: Nicholson, Williams. MOTION FAILS

Supervisors Nicholson and Williams stated they would like the matter to go before the County Board. Judge McKay pointed out that he has authority to order the Treasurer to pay accounts if they are due without County Board approval.

(Back to item #1 on the agenda)

15. **Closed Session:** Pursuant to Sec. 19.85 (1) (c), Wisconsin Statutes to consider the potential employment of several individuals at the Communication Center:

Motion made by Supervisor Williams and seconded by Supervisor Clancy to enter into Closed Session. Roll Call: Andrews, Clancy, Nicholson, Williams
Excused: DeWane **MOTION APPROVED UNANIMOUSLY**

Motion made by Supervisor Clancy and seconded by Supervisor Williams to return to regular order of business. Roll Call: Andrews, Clancy, Nicholson, Williams
Excused: DeWane
MOTION APPROVED UNANIMOUSLY

Recording Secretary excused 6:30 p.m.

Result of Closed Session:

Motion made by Supervisor Williams and seconded by Supervisor Andrews to direct the County Executive to come back next month with more information regarding the potential employment of several individuals at the Communications Center with a possibility of a Closed Session.
MOTION APPROVED UNANIMOUSLY

16. **Medical Examiner** No agenda items.

Other:

17. **Audit of Bills:**

Motion made by Supervisor Andrews and seconded by Supervisor Clancy to approve audit of bills. **MOTION APPROVED UNANIMOUSLY**

18. **Such other Matters as Authorized by Law:** None

Motion made by Supervisor Clancy and seconded by Supervisor Andrews to adjourn at 6:47 p.m. **MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel
Recording Secretary

**PROCEEDINGS OF THE BROWN COUNTY
EMERGENCY MEDICAL SERVICES COUNCIL**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Emergency Medical Services Council** was held on Wednesday, August 19, 2009, at the Village of Ashwaubenon Board Room – 2155 Holmgren Way, Green Bay, WI.

Present: **Voting Members:** Carole Andrews, Dan Gunn, Robert Kiser, Terry Timmerman, Larry Ullmer, Kris Vervaeren, Mark Wallace.

Excused: Cal Lintz, Tom Madigan,

Present: **Non-Voting Members:** Paul Casey, Ken Johnson, Al Klimek, Cullen Peltier, Steve Stroman.

Excused: Jennifer Gerdmann, Joy Nevelle, Jim Nickel, Tom Pannke, Bonnie Parrot, Eric Peterson, Chris Sorrells, Dawn Wolfcale.

Also Present: Corey Bereza.

1. **Call Meeting to Order:**

The meeting was called to order by Chair Kris Vervaeren at 1:33 p.m.

2. **Approve/Modify Agenda:**

**Motion made by Carole Andrews and seconded by Mark Wallace to approve.
MOTION APPROVED UNANIMOUSLY.**

3. **Approve/Modify Minutes of May 20, 2009:**

**Motion made by Carole Andrews and seconded by Robert Kiser to approve.
MOTION APPROVED UNANIMOUSLY.**

4. **Membership Review – County Board Member:**

Supervisor Carole Andrews said she made the announcement to the County Board Supervisors at the last meeting and offered to make another at "tonight's meeting." President Vervaeren said he was not certain that two County Board Supervisors were necessary, and Supervisor Andrews could serve as the representative for the County Board. Supervisor Andrews agreed.

President Vervaeren asked about the nurse at St. Vincent's Hospital that had expressed interest in becoming a member of the Council. Supervisor Andrews said the nurse was given the paperwork, and she will follow up.

5. **Triage Tags – Standardizing – Cullen Peltier:**

Cullen Peltier, Brown County Emergency Management Director, indicated that as part of finalizing the MCI (Multi-Casualty Incident) Plan he wanted to know if the DMS version of the triage tag (copy attached) is or should be the standardized version for Brown County. President Vervaeren stated that he would like to see a standardized tag; because this will make it easier for the transport officer/triage officer if multiple squads are arriving. Mr. Peltier said protocols for using those tags would be added to the MCI Plan.

Motion made by Rober Kiser and seconded by Carole Andrews to make the DMS tag the standard tag in Brown County. MOTION APPROVED UNANIMOUSLY.

6. **Revised Patient Worksheet – Dr. Johnson:**

Dr. Ken Johnson, Medical Director, offered a standardized patient care worksheet that was reviewed at the Training and Standards Committee. He said it flows better for the squads in the field. (See attached.) He recommended that all use this same sheet as the sheet being left behind at the hospitals, although he did say that at times it will still be necessary to obtain the chart.

When Dr. Johnson asked for suggestions, there was discussion concerning the possibility of all locations using the same type of printer and/or jump drives. Then he reviewed the form itself. It will be sent in a Word document, so it can be printed individually in the format desired. The following changes were suggested: (1) add a GCS (Glasgow Coma Score) table; (2) shorten the code summary; and (3) add ETCO₂. Al Klimek, Brown County Chief Medical Examiner, said this completed form would suffice for use with a DOA—someone at the scene for which treatment is being discontinued. He stated that more often than not, there is no documentation.

7. **Out of Area Hospital Destination from Rescue Scenes – Larry Ullmer:**

Larry Ullmer, County Rescue, referenced an incident concerning a 911 rescue call in the Howard-Suamico area. Dr. Paul Casey, Bellin Hospital, stated that the patient had an open cerebral leak due to multiple neurological procedures. As per Mr. Ullmer and Dr. Casey:

The patient had previously received care at Theda Clark in Neenah, and the family was told by the patient's doctor to bring the patient to Theda Clark. Mr. Ullmer was informed that the family originally requested being transported to Bellin (which was unknown to Bellin). Bellin's Emergency Department diverted the patient to Theda Clark (40 miles away) per the request of the neurosurgeon in Neenah.

Because of this confusion, Mr. Ullmer contacted Dr. Johnson and asked about initiating a policy concerning the diversion of primary rescue units. Dr. Johnson stated that in Chicago, 911 patients are transported to the closest hospital—not the hospital of choice. Discussion ensued concerning the geographical boundaries for transporting 911 patients. Mark Wallace (Allouez Fire), Kris Vervaeren (Ashwaubenon), and Dan Gunn (GBFD) stated that their squads do not leave Brown County.

Dr. Casey questioned the legal ramifications of a family's request to transport a patient out of the service area, when the patient appeared stable, and having a secondary transport unit perform that service. Dr. Johnson said it would be necessary to do two things: (1) have the family sign a declination of transport, and (2) determine whether a primary crew can leave the scene before the second ambulance arrives so that it does not become patient abandonment. He continued by saying if the patient signs off, it is not an abandonment issue. Dr. Johnson stated that there could be some additional charges to the patient that might not be reimbursed by the insurance carrier.

Dr. Casey said because this occurs so infrequently, he would be agreeable to leave this as status quo and educate those involved. Dr. Johnson agreed with this and suggested explaining the issues, i.e., family getting a larger bill, taking the unit out of service, and being able to certify the transfer. Mr. Ullmer added that it can become a liability issue for the crews as well, and referenced an uncontrollable child that was recently transported. Dr. Johnson said that patient would not have been appropriate for primary transfer from the scene; because the patient had tardive dyskinesia and had to be medicated to be calmed sufficiently and transported safely. Mr. Ullmer requested that communication explaining the process be presented to the hospitals; Dr. Johnson will review the hospital

destination policy, draft a letter to everyone on the EMS Council, and forward a copy to the nursing staff at St. Vincent's and St. Mary's.

8. **ProQA Subcommittee Report: No Action.**

9. **Medical Director's Report:**

Dr. Johnson said STEMI and RSI Protocols are currently at the State awaiting approval.

Dr. Johnson relayed two issues recently brought to him for discussion. The first involved a domestic abuse situation, wherein the victims and the abusing party were brought into the same Emergency Room. The second issue is that the sexual assault nurses at St. Vincent's have made the decision to stop performing perpetrator exams. They will continue to collect the evidence kits on the sexual assault victims, but have elected not to do the perpetrator exams for two reasons: (1) the issue of cross contamination and chain of evidence; and (2) the accused perpetrator could be in the same department of the hospital as the victim at the same time. Dr. Johnson asked for suggestions from those present.

Dr. Johnson opined that it should be in the policies and procedures that in the case of domestic abuse, the victim and accused should be treated in two different facilities. Dr. Casey added that this should expand to shootings and gang violence as well.

The question arose as to where to send a person accused of sexual assault for evidence collection, as St. Vincent's is the only hospital with SANE (sexual assault nurse examiner) nurses. Dr. Casey suggested having the jail nurses perform these functions; he stated that if this were to be done at the hospitals, there would need to be additional training for all involved. President Vervaeren stated that evidence for an OWI (operating while intoxicated) can be collected at a lab, because it is simply a blood draw; however, a SANE exam of the victim or of the suspect would be forensic collection that would require additional education. When President Vervaeren suggested that this might be a law enforcement discussion at a chiefs' meeting, Dr. Johnson offered to attend the meeting to discuss this. He also suggested addressing this in the Hospital Destination Protocol.

Supervisor Andrews stated that there are occupational health companies that perform legal collections, such as obtaining urine samples from truck drivers involved in vehicle accidents. She suggested contacting these companies; because oftentimes they go to the person being examined and might have the skills required.

10. **Training and Standards Work Group:**

Dr. Johnson stated that there will probably be a meeting in October.

11. **Statewide Committees and Task Force – Reports:**

Dr. Johnson said the EMS Advisory Board met last month and reviewed "the combined legislation," combining HFS 110, 111 and 112. He indicated that this should be coming out for public comment soon. He said he understands that (1) the fees have been dropped; (2) the instructor candidate requirement was not changed; and (3) the refresher portion is still under discussion. He also stated that he does not think a decision has been made as to qualifications of a critical care paramedic. Mr. Ullmer indicated that he was told that the entire air-medical transport section was tabled as well.

12. **Other Business:**

Mr. Peltier said the draft of the MCI (Multi-Casualty Incident) Plan is ready to go forward. He would like to distribute the Plan to the EMS Council before the next meeting and vote on it at the next meeting.

Mr. Peltier outlined two issues of concern for the hospitals:

- (1) This is a base hospital concept. This means that the hospital closest to the incident would be the base and would also be the medical control. However, the hospital has the choice to defer back to St. Vincent's. Regarding medical control, would this mean that St. Mary's could make medical control decisions for St. Vincent's?
- (2) The other issue was with the collection of information. Currently, the Transport Officer on the scene must contact each hospital concerning the number of red's, yellow's, and green's (patient status indicators) to be received. Under this new Plan, the base hospital would collect that information for the Transport Officer. This is made much easier by "WI Trak." There is still a concern about training and number of staff required. However, this can still fall back to the Transport Officer.

Dr. Johnson said he thinks that in a disaster the concept of a true base hospital for EMS makes sense, which would be one hospital taking all the calls and providing all medical controls and calling to hospitals. He said this would take some education of all hospitals in town. He also asked if it should be the closest hospital that is the base hospital or instead the hospital most geographically distant. He said the first wave of disaster victims at most hospitals geographically closest to the site is actually not the EMS squads; it is usually those who can get themselves to the hospital. This means the closest hospital is likely to see patients and families before EMS starts bringing patients.

Dr. Casey said it is important that the hospitals receive training. Dr. Stroman agreed and said it might make sense to have one facility with designated staff trained. He also said the hospital should be a certain level trauma center as well. He continued by saying Aurora Bay Care would be willing to do that, because the level of infrastructure is in place now. Concerning the geography, the hospital closest is likely to activate the disaster plan first; there would be more personnel coming into that facility and probably greater knowledge of events as they occur.

With Dr. Casey's/Bellin's approval, it was agreed that St. Vincent Hospital and Aurora Bay Care Hospital, whichever is closest geographically, would serve as the base hospital. Dr. Johnson also indicated that it would be important to educate the emergency departments. Mr. Peltier said he would make that change to the Plan, referencing St. Vincent and Aurora—whichever is geographically closest—as the base hospital. Medical Control will also go through the base.

At the MABAS (Mutual Aid Box Alarm System) meeting today, Mr. Peltier said that there were concerns about agencies that were not part of MABAS. He said it was decided that the agencies can work with those agencies of choice to get them on the box cards (dispatch list). Then those agencies on the box cards will sign on to the MCI Plan, and the MCI Plan will mirror the box cards for each fire department.

Mr. Ullmer asked if the RTAC Coordinator position was filled. No one present had been informed. He also asked about Wisconsin Emergency Medical Services E-Licensing. Apparently, the State site is not available yet; and EMSS (Emergency Medical Services System) is no longer operational. This has created some challenges.

President Vervaeren asked if anyone is using WARDS (Wisconsin Ambulance Run Data System). Mr. Ullmer stated that when he went into that site, none of the EMS data had been transferred.

Dr. Stoman mentioned that the PSOW (Paramedic Systems of Wisconsin) Conference is September 23-25, 2009. He opined that it would be a good idea to make an appearance.

Al Klimek, Medical Examiner, said he was asked to establish a procedure for handling people who are deceased in the field. He will e-mail this (copy attached) and asked for suggestions; he would like any suggestions sent back to him within the next month. This offers guidance for EMS and law enforcement in Oconto, Door, and Brown counties. Mr. Klimek told Dr. Johnson that this information could be added to the protocols.

13. **Public Comments and Such Other Matters as Authorized by Law:**
None.

14. **Next Meeting – Wednesday, October 21, 2009 – 1:30 p.m.**
Where: Village of Ashwaubenon Board Room

15. **Adjourn:**

Motion made by Dan Gunn and seconded by Carole Andrews to adjourn at 2:48 p.m. MOTION APPROVED UNANIMOUSLY.

Respectfully submitted,

Lisa Alexander
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on Thursday, May 28, 2009, at 7:00 p.m., at the De Pere Fire Department, 400 Lewis Street, De Pere, WI.

Present: Dave Seidl, Norman Heraly, Tom Hendricks, Dan Kerkhoff, Joe Gabe, Matt Maleport, Glenn Deviley, Angie Cali, Terry Rottier, Brad Neville, Jim Stupka, Rick Davidson, Brad Muller

Item #1. Adoption of Agenda.

Motion was made by Stupka and seconded by Rottier to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Stupka and seconded by Hendricks to approve the minutes of the last meeting. **Motion carried.**

Item #3. Report of Task Force Activities.

Muller reported that the fire investigation unit was called out to the following fires since the last meeting:

03-20-09 433 Crooks St., Green Bay (multi-family residence/arson)
03-24-09 253 W. Pulaski St., Pulaski (single-family residence/arson/arrest)
03-28-09 3038 S. Michiels Rd., Denmark (single-family residence/under investigation)
05-07-09 1164 O'Hare Blvd., Hobart (business/accidental)
05-26-09 3809 Shirley Rd., Morrison (business/under investigation)
05-27-09 514-13th Ave., Green Bay (garage/vehicle/arson)

Jimmy Knight was convicted again in his appeal.

Gabe reported that the FBI notified that a serial arsonist who is now in jail outside of Tampa, Florida, and currently awaiting the electric chair was living in Green Bay from September 2008 to January 2009. The subject's name is David Justin Bradshaw, DOB 09-07-78. He was living in the homeless shelter off of Broadway in Green Bay. Gabe reported that there were 7 or 8 small fires in Green Bay near where Bradshaw lived and worked.

Item #4. Information from Board of Directors Meeting.

Muller reported that the last meeting was held on May 21, 2009. He stated that there was discussion about the fire investigation unit responding to fires outside of the county where the local fire departments have jurisdiction, being the Denmark, Wrightstown, Hollandtown, and Tri-County fire departments. Chief Deputy Gossage and Sheriff Kocken are okay with the fire investigation unit going out to investigate cause and origin for these local fire departments outside of the county. However, if it is determined to be a crime scene, the investigation will need to be turned over to that jurisdiction's sheriff's department.

Kyle Lauf of the Bellevue Fire Department was approved as an intern. Approval of Christopher Brodbeck of the Suamico Fire Department was tabled until the Board checks on his years of service.

The next meeting is set for September 17, 2009, at 9:00 a.m., at the Allouez Fire Department.

Item #5. Old Business.

Muller reminded to pay the \$5 annual membership dues and notify him of any phone number and/or e-mail changes.

No P.R. was done for arson awareness week this year.

Item #6. New Business.

The spring IAAI conference is June 2-4, 2009.

Bernie Madison resigned as an intern as he is no longer with the Howard Fire Department. A thank you letter will be sent to him for his years of service.

Item #7. Juvenile Firesetter Business.

Seidl stated that we need to keep in contact with the Lions Clubs, breakfast clubs, and local fire departments on an annual basis to keep the donations coming in for the safety house. They are always willing to donate. It was suggested checking again with the Cornerstone Foundation and Green Bay Packers as we are now a 501(c)(3) organization and they might now donate. Contact Seidl or Nick Craig if interested in being on a committee to solicit donations. Former Green Bay fire chief Jeff Stauber is willing to write grants. Davidson reported that he got the check from the city for the safety house funds they were holding in trust and that a bank account has been opened at Chase Bank in which \$1,600 was put into a checking account and \$11,067 into a CD.

FITF General Membership
May 28, 2009
Page 3 of 3

Gabe reported that Green Bay had one JFS case. Stupka reported that De Pere had three JFS cases.

Still looking for storage space for the safety house. May need to lease space if nothing is found. Muller reminded that the department who uses the safety house is responsible for refueling it after and for any damage done to it.

Item #8. Other Matters.

Muller, Hendricks, and Neville will review the bylaws for any changes that need to be made.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting is set for Thursday, September 3, 2009, at 7:00 p.m., at Bellevue fire station #1, 3100 Eaton Road, Green Bay, WI.

Motion was made by Seidl and seconded by Gabe to adjourn the meeting. **Motion carried.**

Item #10. Training.

No training was held.

Respectfully submitted,

Marsha Laurent
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on Thursday, May 21, 2009, at 9:00 a.m., at the Allouez Fire Department, 135 Dauphin Street, Green Bay, WI.

Present: Kevin Tielens, Tom Vandenack, Jeff Roemer, Brad Muller, Ed Janke, Robert Kiser, John Zakowski, John Gossage, Ed Piontek

Excused: Rick Davidson, Dennis Kocken, Larry Mours, Derek Beiderwieden, Mark Wallace

Absent: Jim Arts, Eric Dunning, Nick Craig, Larry Wilson, Jim Nickel, Kevin Heimerl

Item #1. Adoption of Agenda.

A quorum was not present.

Item #2. Approve Minutes of Meeting of March 19, 2009.

A quorum was not present.

Item #3. Report of Monthly Activities of the Fire Investigation Unit.

Muller reported that the fire investigation unit was called out to the following fires since the last meeting:

03-20-09 433 Crooks St., Green Bay (multi-family residence/arson)
03-24-09 253 W. Pulaski St., Pulaski (single-family residence/arson/arrest)
03-28-09 3038 S. Michiels Rd., Denmark (single-family residence/under investigation)
05-07-09 1164 O'Hare Blvd., Hobart (business/accidental)

Item #4. Report of General Membership President.

Muller reported that the next meeting is May 28, 2009, at the De Pere Fire Department.

Item #5. Old Business.

A. Dispositions of Case Proceedings.

Zakowski passed out information on arson referrals in Brown County since 2006. He also mentioned that Jimmy Knight was again convicted in his appeal.

B. Discussion regarding Fire Investigation Unit responding outside the county where a Brown County fire department has jurisdiction.

Muller stated that he talked to Chief Deputy Gossage and Sheriff Kocken and they are okay with the fire investigation unit going out to investigate cause and origin for the local fire departments whose jurisdictions go outside of the county, being Denmark, Wrightstown, Hollandtown, and Tri-County fire departments. However, if it is determined to be a crime scene, the investigation will need to be turned over to that jurisdiction's sheriff's department. It was suggested that this provision be put in the county/MABAS agreement to prevent any liability issues. Those jurisdictions' fire chiefs can request our help, if needed. Motion was made by Muller and seconded by Janke to notify the chiefs of these jurisdictions of our offer of service. **Motion carried.**

C. Status of County agreement with MABAS.

Zakowski advised that he will run this past corporation counsel John Luetscher with any questions the Board may have.

Item #6. New Business.

Kiser received General Membership intern applications from Kyle Lauf of the Bellevue Fire Department and Christopher Brodbeck of the Suamico Fire Department. Motion was made by Zakowski and seconded by Gossage to approve Lauf as an intern. **Motion carried.** Motion was made by Janke and seconded by Zakowski to table the approval of Brodbeck until the next meeting to first check on how many years of service he has as five years' experience is needed to be an intern. **Motion carried.**

Kiser also received a resignation letter from intern Bernie Madison as he is no longer with the Howard Fire Department. Motion was made by Zakowski and seconded by Roemer to accept Madison's resignation. **Motion carried.**

Item #7. Report of Juvenile Firesetter Program Coordinator.

Nick Craig was not present.

Item #8. Other Matters.

No other matters were discussed.

FITF Board of Directors
May 21, 2009
Page 3 of 3

Item #9. Set Date, Time, and Location of Next Meeting.

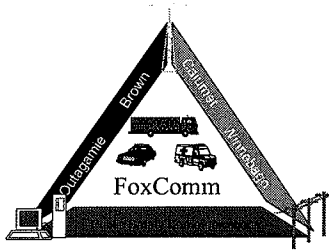
The next meeting was set for Thursday, September 17, 2009, at 9:00 a.m. at the Allouez Fire Department, 135 Dauphin Street, Green Bay, WI.

Item #10. Adjourn.

Motion was made by Piontek and seconded by Janke to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent
Recording Secretary



FOXCOMM FISCAL ADVISORY BOARD –

Meeting Date & Time: September 3, 2009 at 8:30 AM

Location: Outagamie County, County Board Room,
410 S. Walnut Street, Appleton, WI 54913

MINUTES

Fiscal Advisory Board Members

Brian Leonhardt, Chair*	P
Patty Francour, Vice-Chair*	P
Brown County	
Jim Nickel	P
Lynn VandenLangenberg*	A
Vacant – County Board Supervisor	
Calumet County	
Howard Mezera*	P
Jerry Pagel	P
Outagamie County	
Paul Hirte	P
Brad Gehring	P
Tom Pynaker*	P
Winnebago County	
Mike Brooks	P
Pat Brennand	P
Corporation Counsel	
John Bodnar	A
Recording Secretary	
Barb Bocik	P

*Executive Committee
P=Present A=Absent

Guests: Karen Carlson, FoxComm
Management Info. Coordinator

Steve Verwiel, Winnebago County

1. Call to Order: The meeting was called to order at 8:32 AM
2. Agenda: Hirte/Mezera moved approval of the September 3, 2009 agenda. Motion passed unanimously.
3. Approval of Minutes from July 9, 2009 Meeting: Mezera/Pynaker moved approval of the minutes from the July 9, 2009 meeting. Motion passed unanimously.
4. Executive Committee Report:

Chairman Leonhardt discussed the Brown County Termination Agreement. A new Agreement has been brought forward and Items 2, 6 and 7 include the changes that Brown County proposed. Brown County will cover the cost of data migration for Brown County Agency data. Location of the data is addressed in the new agreement. This agreement has already been approved by the Brown County Public Safety Committee, but it would still need to proceed to the County Board.

MOTION: Mezera/Pagel moved to approve the revised Termination Agreement. Motion passed unanimously.

The Brown County Configuration Data Extraction procedure was discussed. Chairman Leonhardt discussed the original intent of FoxComm being data sharing and the fact that we are now moving away from that.

MOTION: Mezera/Pagel moved to approve the FoxComm/Brown CAD System Split Technical Documentation document. Motion passed unanimously.

Chairman Leonhardt discussed FoxComm's Organization Strategic Planning process as well as FoxComm's mission, vision and goals. Discussion was held regarding the Intergovernmental Agreement and achieving the common goals of FoxComm. Supervisor Hirte suggested we revisit the bidding process and have a better definition of the budget process.

5. Networking Expansion and Relocation Update:

Karen Carlson updated the committee on what has been connected to date among the counties. She advised that BayCom, Inc. is the vendor. So far, redundancy has quadrupled in the links and server relocation has begun. Systems Connections will complete the tandem move by September 8, 2009. They will also move the racks and by September 10, 2009, the room should be empty with the exception of the HUB which allows Brown County to get into the FoxComm network.

Appropriations Funds Allocation and Priorities Report:

Of the original \$444,268 award, \$268,970 has been expended so far with an additional \$49,000 on routers leaving a balance of \$126,298. Radio IP, connectivity to additional tower site, and system elements for a shared mobile data system are projects that will be considered for remaining funds. This grant award will expire in December 2010.

The committee discussed the multi-band radio grant. Karen met with Legislative Audit bureau last month and the OJA's administration of grants was discussed at that meeting.

6. Policy and Procedure Update:

Karen discussed the Administrative Agreements-System Security. John Bodner had advised Karen that there might be a need for an "umbrella" policy regarding access security so Karen drafted a Third Party Access Agreement and Password Agreement. The committee discussed levels of security and designation of signing Third Party Agreements for system integrity and system security.

MOTION: Hirte moved that Sheriffs Brooks and Gehring revise the document and bring the revised document back to the FoxComm Fiscal Advisory Board. No one seconded. Motion Failed.

Chairman Leonhardt discussed guidelines that go into Agreements regarding system administration. This item will be placed on the next Agenda.

Crisis Situation Procedure from UTC:

Karen advised that UTC has been working for two years on a procedure for crisis situations. This is a procedure/guideline to put in place directing agencies to take responsibility for their own actions/resources. A final format has been put in place and the document has been drafted. Jim Nickel discussed the document being a guideline verses a policy. He would like the words "policy" and "procedure" removed from document.

Sheriff Gehring discussed achieving this goal by adopting a standard operating guideline. Karen updated the committee has to as the history of why this procedure was drafted. Chairman Leonhardt discussed clarifying the different roles. Sheriff Brooks stated he feels this document is overstepping FoxComm's authority and the next IGA needs to address system abuse and how it will be dealt with. The committee discussed supporting the direction which the document is going, but also having each county adopt it as a standard operation guideline.

MOTION: Brooks/Mezera moved to send the document back to each individual county to adopt as a standard operating guideline. Vote: Ayes; Leonhardt, Francour, Nickel, Mezera, Pagel, Gehring, Pynaker, Brooks, Brennand; Nays; Hirte. Motion Carried.

7. Radio Project – Steering Committee Update:

Karen updated the committee on the Radio Operations Sub-committee report. The template for the tactical plans and next steps were discussed. Karen put together a resolution for consideration regarding formal adoption of the recommendations from the consultant entitled "Radio worker regarding procurement of a 700 MHz Trunked Voice Radio System, Two Channel VHF Fire Paging System and 800 MHz Mobile Data Radio Infrastructure per the Radio Workgroups Review of the CTO consultant report." Sheriff Pagel suggested this go back to each individual County Board for approval. Supervisor Hirte discussed that the Outagamie County Board is looking for direction from FoxComm's Fiscal Advisory Board.

MOTION: Brennand/Brooks moved to adopt the resolution as amended in paragraph 3 to state "Whereas there is a need to procure radio systems replacements by December 31, 2012 which satisfy the FCC narrowband mandates." Sheriff Brooks calls for question. Vote: Ayes, Leonhardt, Francour, Mezera, Pagel, Gehring, Pynaker, Brooks, and Brennand, Abstain: Nickel. Motion Carried.

FoxComm Fiscal Advisory Board
Meeting Minutes
September 3, 2009

Next Steps were discussed. The goal is to have the operations plan done by the end of the year. At this point, we are okay on the timeline.

8. Next Meeting: October 1, 2009 at 8:30 a.m.

9. Adjournment:

MOTION: Brennand/Hirte moved to adjourn at 10:09 a.m. Motion passed unanimously.

Respectfully submitted,

Barb Bocik

Executive Administrative Assistant
Outagamie County Executive's Office

Communication

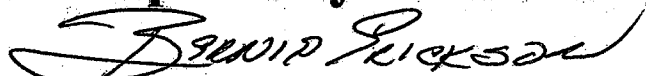
Brown County should look at having drug offenders register their current addresses so residents have knowledge of who is living in their neighborhoods.

This could be listed on line for minor offenders and posted in news print for those with major offenses or numerous violations.

This should be considered for both dealers and users.

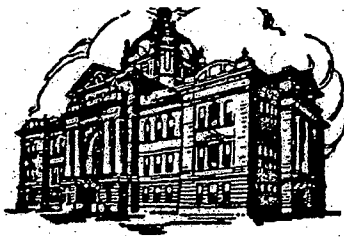
Failure to register could possibly result in doubling of fines or sentences for future drug related arrests.

Respectively submitted by,



Bernie Erickson

District #7



**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: _____

Agenda No. : _____

Motion from the Floor

I make the following motion: _____

Review ~~Be~~ Requirements of ID When applying
for any Social Services from the County.

Discuss the possibility of making Brown County
Requirements of ID stricter to prevent Fraud

Signed: _____

District No: _____

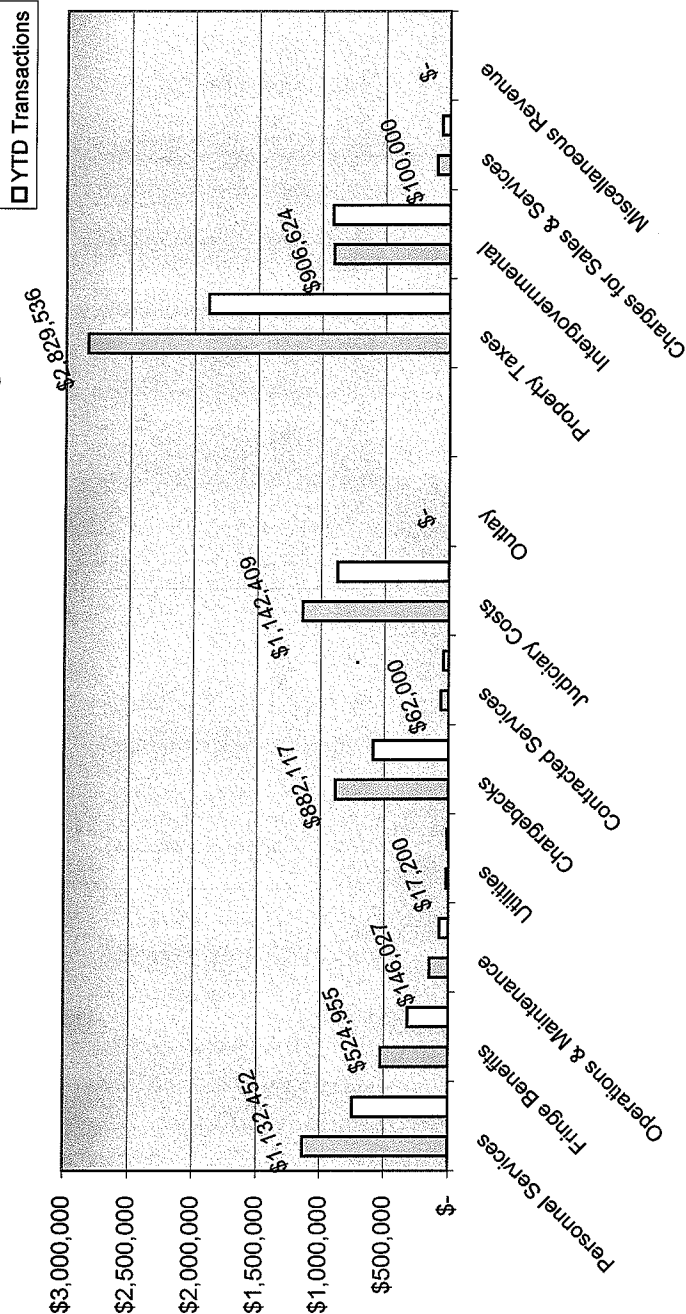
230

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

Brown County
Circuit Courts, Court Commissioners, Register in Probate
Budget Status Report

	8/31/2009	Amended Budget	YTD Transactions
Personnel Services		\$ 1,132,452	\$ 745,446
Fringe Benefits		\$ 524,955	\$ 315,879
Operations & Maintenance		\$ 146,027	\$ 70,710
Utilities		\$ 17,200	\$ 9,351
Chargebacks		\$ 882,117	\$ 586,627
Contracted Services		\$ 62,000	\$ 39,365
Judiciary Costs		\$ 1,142,409	\$ 869,797
Outlay		\$ -	\$ -
Property Taxes		\$ 2,829,536	\$ 1,891,895
Intergovernmental		\$ 906,624	\$ 912,884
Charges for Sales & Services		\$ 100,000	\$ 61,529
Miscellaneous Revenue		\$ -	\$ 85

Circuit Courts, Court Commissioners, Probate - August 31, 2009



August Financial Report

PRODUCTION *Brown Co* PRODUCTION

Budget by Account Classification Report

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less Transactions	% Used / Rec'd	Prior Year Total
Revenues									
Fund: 100 - GE									
PTX - Property taxes	2,895,928.00	(66,392.00)	2,829,536.00	235,795.33	0.00	1,650,567.33	1,178,968.67	58%	2,754,883.00
IGV - Intergovernmental	906,624.00	0.00	906,624.00	444,888.50	0.00	898,200.50	8,423.50	99%	910,650.00
L&P - Licenses & permits	100,000.00	0.00	100,000.00	10,514.83	0.00	54,759.01	45,240.99	55%	97,884.21
CSS - Charges for sales and services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
MRV - Miscellaneous revenue	0.00	0.00	0.00	0.00	0.00	85.00	(85.00)	+++	0.00
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	7,535.00
Revenue Totals:	\$3,902,552.00	(\$66,392.00)	\$3,836,160.00	\$691,198.66	\$0.00	\$2,603,611.84	\$1,232,548.16	68%	\$3,770,952.21
Expenditures									
PER - Personnel services	1,132,452.00	0.00	1,132,452.00	89,867.44	0.00	656,013.49	476,438.51	58%	1,113,569.49
FBT - Fringe benefits and taxes	524,955.00	0.00	524,955.00	41,906.61	0.00	272,015.00	252,940.00	52%	539,246.99
SRE - Salaries reimbursement	71,000.00	(142,000.00)	(71,000.00)	(6,459.33)	0.00	(57,708.98)	(13,291.02)	81%	(77,860.51)
EMP - Employee costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	713.00
OPM - Operations and maintenance	146,027.00	0.00	146,027.00	6,835.07	(396.91)	58,985.55	87,438.36	40%	123,818.64
UTL - Utilities	17,200.00	0.00	17,200.00	1,288.40	0.00	8,064.09	9,135.91	47%	16,672.09
CHG - Chargebacks	948,509.00	(66,392.00)	882,117.00	73,197.94	0.00	513,406.66	368,710.34	58%	817,762.82
CON - Contracted services	62,000.00	0.00	62,000.00	5,750.00	0.00	39,365.00	22,635.00	63%	61,054.00
JUD - Judiciary Costs	1,142,409.00	0.00	1,142,409.00	85,363.54	0.00	796,329.18	346,079.82	70%	1,226,744.19
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	21,991.32
Expenditure Totals:	\$4,044,552.00	(\$208,392.00)	\$3,836,160.00	\$297,749.67	(\$396.91)	\$2,286,469.99	\$1,550,086.92	60%	\$3,843,712.03
Revenue Total:	\$3,902,552.00	(\$66,392.00)	\$3,836,160.00	\$691,198.66	\$0.00	\$2,603,611.84	\$1,232,548.16	68%	\$3,770,952.21
Expenditure Total:	\$4,044,552.00	(\$208,392.00)	\$3,836,160.00	\$297,749.67	(\$396.91)	\$2,286,469.99	\$1,550,086.92	60%	\$3,843,712.03
Fund: 100 Net Total	(\$142,000.00)	\$142,000.00	\$0.00	\$393,448.99	\$396.91	\$317,141.85	(\$317,538.76)		(\$72,759.82)
Revenue Grand Total:	\$3,902,552.00	(\$66,392.00)	\$3,836,160.00	\$691,198.66	\$0.00	\$2,603,611.84	\$1,232,548.16	68%	\$3,770,952.21
Expenditure Grand Total:	\$4,044,552.00	(\$208,392.00)	\$3,836,160.00	\$297,749.67	(\$396.91)	\$2,286,469.99	\$1,550,086.92	60%	\$3,843,712.03
Grand Total:	(\$142,000.00)	\$142,000.00	\$0.00	\$393,448.99	\$396.91	\$317,141.85	(\$317,538.76)		(\$72,759.82)

BOARD OF SUPERVISORS

Brown County



BROWN COUNTY
BOARD OF SUPERVISORS
GREEN BAY, WISCONSIN

Meeting Date:

9/16/09

Agenda No.:

10f

Motion from the Floor

I make the following motion:

- Motion to suspend rules to ^{refer} items 4, 6, 13, 14 back to committee and to have the respective department heads to present ^{new} ways to stay within budget for 2009.

Signed:

John Vander Peest

District No.

11th

(Please deliver to County Clerk after motion is made for recording into minutes.)

REPORT OF PUBLIC SAFETY COMMITTEE OF SEPTEMBER 2, 2009

A motion was made by Supervisor De Wane and seconded by Supervisor Nicholson "to adopt".

Supervisor Andrews requested items #4, #6, #13, and #14 be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Item #4 -- District Attorney - Request for Budget Transfer (#09-57): Interdepartmental Transfer: Request to cover the 2008 deficit of \$40,362 for the District Attorney. COMMITTEE ACTION: To approve. Ayes: 2 (Andrews, Clancy); Nays: 2 (Nicholson, Williams). Motion Fails.

Item #6 -- Sheriff - Request for Budget Transfer (#09-58): Interdepartmental Transfer: Request to cover the Sheriff's 2008 deficit in the amount of \$1,034,553. COMMITTEE ACTION: To approve. Ayes: 2 (Andrews, Clancy); Nays: 2 (Nicholson, Williams). Motion Fails.

Item #13 -- Clerk of Courts - Request for Budget Transfer (#09-55): Interdepartmental Transfer: Request to cover the Clerk of Courts 2008 deficit in the amount of \$57,379. (See #14 as 13 & 14 were taken together).

Item #14 -- Circuit Courts - Request for Budget Transfer (#09-56): Interdepartmental Transfer: Request to cover the Circuit Courts 1-8 2008 deficit in the amount of \$72,759. COMMITTEE ACTION ON ITEMS 13 & 14: To approve (No recommendation to the County Board). Ayes: 2 (Andrews, Clancy); Nays: 2 (Nicholson, Williams). Motion fails.

A motion was made by Supervisor Clancy and seconded by Supervisor Andrews "to adopt".

Following discussion, a motion was made by Supervisor Vander Leest and seconded by Supervisor Nicholson "to suspend the rules to refer items 4, 6, 13, 14 back to Public Safety Committee and to have the respective department heads present new ways to stay within budget for 2009".

Following discussion, a vote was taken on Supervisor Vander Leest's motion. Roll Call #10f(1):

Ayes: Warpinski, Nicholson, Haefs, Erickson, Brunette, Zima, Vander Leest, Dantine, Kaster, Williams, Wetzel, Moynihan, Scray

Nays: De Wane, Krueger, Evans, Johnson, La Violette, Andrews, Fleck, Clancy, Hoeft, Lund, Fewell

Excused: Theisen

Total Ayes: 13
Motion carried.

Total Nays: 11

Excused: 1

Approved by: \s\ Tom Hinz, County Executive

Date:

11. Public Safety Communications - Green Bay Back-up 800 MHz station at Lambeau Field.
Receive and place on file.
12. Public Safety Communications - Director's Report. Receive and place on file.
- ** 13. Clerk of Courts - Request for Budget Transfer (#09-55): Interdepartmental Transfer: Request to cover the Clerk of Courts 2008 deficit in the amount of \$57,379. (See #14 as 13 & 14 were taken together.)
- ** 14. Circuit Courts - Request for Budget Transfer (#09-56): Interdepartmental Transfer: Request to cover the Circuit Courts 1-8 2008 deficit in the amount of \$72,759.
To approve. (No recommendation to the County Board):
Ayes: 2 (Andrews, Clancy):
Nays: 2 (Nicholson, Williams). Motion fails.
15. Closed Session: Pursuant to Sec. 19.85(1)(c), Wisconsin Statutes to consider the potential employment of several individuals at the Communications Center.
16. Medical Examiner – No agenda items. No action.
17. Audit of bills.

Approved by:

COUNTY EXECUTIVE

Date

Word 97\reports\pubsaf\September16_2009.doc

** Items #13 and #14 were referred back to Public Safety Committee as per the County Board on 9/16/2009.

REQUEST FOR BUDGET TRANSFER

INSTRUCTIONS: This form is to be completed for any Category 1, 2a, 2b, 3, 4, or 5 budget transfer. Completed forms should be submitted to the Department of Administration.

TYPE OF TRANSFER (check one)

DESCRIPTION

APPROVAL LEVEL

☐ Category 1

Reallocation from one line item to another within the major budget categories

Department Head

☐ Category 2

☐ a. Change in Outlay not requiring transfer of funds from another major budget category.

County Executive

☐ b. Change in any item within Outlay account which requires the transfer of funds from any other major budget category or the transfer of Outlay funds to another major budget category.

County Board

☐ Category 3

☐ a. Reallocation between Budget Categories other than 2b or 3b transfers.

County Executive

☐ b. Reallocation of Salaries and Fringe Benefits to another major budget category except contracted services, or reallocation to Salaries and Fringe Benefits from another major budget category except contracted services.

County Board

☒ Category 4

Interdepartmental Transfer (including contingency or general fund transfers)

County Board

☐ Category 5

Increase in Expenditures with Offsetting Increase in Revenue


County Board

DESCRIPTION AND JUSTIFICATION (attach additional sheets as needed). In narrative form, describe the requested transfer to include amount, account to transfer from, account to transfer to, and the effect on revenue and expense.

Request to cover the Circuit Courts 1-8 2008 deficit is the amount of \$72,759. The shortfall was mainly attributable to overages in jurors - daily fees and doctor exams. See attached for detailed explanations.

Increase	Jurors - Daily Fee	22,576
Increase	Dr. Exams	50,183
Increase	Fund Balance Applied	72,759

Circuit Court System
Department


Presiding Judge

June 15, 2009
Date

☒ Approved


☐ Disapproved


County Executive

8/12/09
Date



Memo

To: Lynn VandenLangenberg, Director of Administration
From: Presiding Judge J.D. McKay 
Date: May 8, 2009
Re: 2008 Budget Variances; Anticipated 2009 Budget Variances

2008 Budget Variances

Jurors – daily fee; food; mileage; witness fees; transcripts:

Budgeting for juror costs is hard to predict. When the courts' annual budget is prepared, consideration is given to the previous year's actual results, the current year's estimated results and known statutory mandates. However, when a sequestered or multiple-week jury trial occurs, it is very easy to exceed those budget expectations.

Doctor exams:

Due to a new law involving the review by adverse counsel of stipulated extensions, the requirement for an examination of the subject by two independent examiners has become more frequent and thus, more costly.

Interpreter services:

Pursuant to §885.38(3)(a), Wis. Stats., if the court determines that the person has limited English proficiency and that an interpreter is necessary . . . an interpreter will be provided at the public's expense . . . in any proceeding before a court of record. We have seen a substantial increase in interpreter fees as a result. We are presenting a Request for Proposal for Interpreter Services to the Public Safety Committee and County Board of Supervisors on May 6, 2009, and May 20, 2009, respectively.

2009 Anticipated Budget Variances

Judiciary costs will continue to fluctuate based on need. The cost for doctor examinations and interpreter services will undoubtedly exceed the 2009 budget for the reasons given.

In addition, the eight judicial assistants were accreted into the courthouse bargaining unit effective January 1, 2009. Pursuant to the Agreement between Brown County and the General Teamsters Union Local 662, the judicial assistants will receive longevity benefits and overtime pay. For these reasons, the amount budgeted for salaries will most likely be insufficient.

If you need additional information or have any questions, please call.

jmc

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in special session on September 2, 2009, and recommends the following motions:

1. Review minutes and reports of:
 - a. Fire Investigation Task Force General Membership (5/28/09).
 - b. Special Public Safety Committee (8/25/09).Receive and place on file 1a & b.
2. Communication from Supervisor Scray re: Review BC requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Referred from August County Board.)
Hold for one month.
3. District Attorney - Monthly drug criminal complaint numbers (standing item).
Receive and place on file.
- **4.** District Attorney - Request for Budget Transfer (#09-57): Interdepartmental Transfer: Request to cover the 2008 deficit of \$40,362 for the District Attorney.
To approve. Ayes: 2 (Andrews, Clancy); Nays: 2 (Nicholson, Williams). Motion Fails.
5. Sheriff - Key Factor Report for September and Jail Average Daily Population by Month and Type for the Calendar Year 2009. Receive and place on file.
- **6.** Sheriff - Request for Budget Transfer (#09-58): Interdepartmental Transfer: Request to cover the Sheriff's 2008 deficit in the amount of \$1,034,553.
To approve. Ayes: 2 (Andrews, Clancy); Nays: 2 (Nicholson, Williams) Motion Fails.
7. Sheriff - Request for Budget Transfer (#09-73): Increase in Expenditures with Offsetting Increase in Revenues. Receive and place on file.
8. Sheriff's Report. Receive and place on file.
9. Teen Court - July 2009 Teen Court Stats. Receive and place on file.
10. Public Safety Communications - IFERN/MARC Repeater ID Homeland Security Grant Award. (See #10a as 10 and 10a were taken together)
- #10a Request for Budget Transfer (#09-74): Increase in Expenditures with Offsetting Increase in Revenue: Homeland Security has approved our grant application to fully fund adding identification to the MARC Repeater and partially fund a new IFERN station.
To approve 10 and 10a.

**** Items #4 and #6 were referred back to Public Safety Committee as per the County Board on 9/16/2009.**

REQUEST FOR BUDGET TRANSFER

INSTRUCTIONS: This form is to be completed for any Category 1, 2a, 2b, 3, 4, or 5 budget transfer. Completed forms should be submitted to the Department of Administration.

TYPE OF TRANSFER

(check one)

DESCRIPTION

APPROVAL LEVEL

☐ Category 1

Reallocation from one line item to another within the major budget categories

Department Head

☐ Category 2

☐ a.

Change in Outlay not requiring transfer of funds from another major budget category.

County Executive

☐ b.

Change in any item within Outlay account which requires the transfer of funds from any other major budget category or the transfer of Outlay funds to another major budget category.

County Board

☐ Category 3

☐ a.

Reallocation between Budget Categories other than 2b or 3b transfers.

County Executive

☐ b.

Reallocation of Salaries and Fringe Benefits to another major budget category except contracted services, or reallocation to Salaries and Fringe Benefits from another major budget category except contracted services.

County Board

☒ Category 4

Interdepartmental Transfer (including contingency or general fund transfers)

County Board

☐ Category 5

Increase in Expenditures with Offsetting Increase in Revenue

County Board

DESCRIPTION AND JUSTIFICATION (attach additional sheets as needed). In narrative form, describe the requested transfer to include amount, account to transfer from, account to transfer to, and the effect on revenue and expense.

Request to cover the 2008 deficit of \$40,362 for the District Attorney. The shortfall was attributable to the reclassification of legal assistants to a higher rate of pay, casual payouts, overages of student/extra help along with an overage in Paper Service – Legal. This overage was due to increased process fees and an increase in the number of rescheduled cases requiring subpoenas to be served multiple times.

Increase 10-2410-500101
Increase 10-2410-500910
Increase 10-2410-489900

Salaries 25,773
Paper Service – Legal 14,589
Fund Balance Applied 40,362

DISTRICT ATTORNEY.
Department

John P. Zalowski
Department Head

6/23/09
Date

☒ Approved

☐ Disapproved

Don Hong
County Executive

8/12/09
Date

(Signature)

TEEN COURT TOTALS		
<u>Aug-09</u>		
NUMBER OF COURT CASES:	2	
NUMBER OF REFERRALS:	1	
REFERRAL SOURCES:	De Pere	Theft
TOTAL REFERRALS FOR 2009	42	
SUCCESSFUL COMPLETIONS:	2	
UNSUCCESSFUL COMPLETIONS:	0	
NUMBER OF TEEN VOLUNTEERS TRAINED:	8	
NUMBER OF TEEN ATTORNEYS TRAINED:	0	
YEAR TO DATE DEFENDANT SERVICE HOURS:	295	
YEAR TO DATE TOTAL TEEN VOLUNTEER HOURS:	399.5	
<i>Unsuccessful means they did not complete a part of their sentence in the time frame that was given.</i>		
<u>Highlights/News</u>		
1) \$1,500 was awarded to Teen Court from the Crime Prevention Foundation of Brown County.		

BROWN COUNTY SHERIFF'S DEPARTMENT
Key Factor Report for the Public Safety Committee

09/28/09
D. Hein

Meeting: **October**

2009 data

Jail Statistics:

Avg. Daily Total Jail Population - (latest mo.) *	721.8
(includes secure, Huber, juvenile and inmates from other counties and federal inmates)	
Avg. Daily Total Jail Population - (all current year - 2009)	721.7
(includes secure, Huber, juvenile and inmates from other counties and federal inmates)	
Avg. Daily Total Jail Population - (all prior year - 2008)	721.2
(includes secure, Huber, juvenile and inmates from other counties and federal inmates)	
Avg. Daily Jail Pop. from Counties/State/Feds (latest mo.)*	16.0
(adult inmates only)	
Avg. Daily Jail Pop. from Counties/State/Feds (all current year)	21.9
(adult inmates only)	
Avg. Daily Jail Pop. from Counties/State/Feds (all prior year)	40.5
(adult inmates only)	
Adult Jail Revenue from Counties/State/Feds - (latest mo.) **	\$30,550
Adult Jail Rev. from Counties/State/Feds - (all current year) **	\$350,350
Revised Budget Adult Jail Rev. from Counties/State/Feds	\$711,750
Projected Total Adult Jail Rev. from Counties/State/Feds	\$525,525
Prior Year (2008) Revenue From Counties/State/Feds	\$893,384

* Latest month for population data = Aug., 2009

** Latest month for revenue = Aug., 2009

Note: ADP figures for 2008 and 2009 were re-stated

Overtime Statistics:

Avg. Monthly Overtime Expenditures through (latest mo.) *	\$156,390
Overtime Expenditures for 2009 through (latest mo.) *	\$1,251,121
Jail Overtime included in above figure through (latest mo.) *	\$698,998
Current Year Revised Overtime Budget for entire year	\$1,443,802
Prior Year Overtime Expenditures through (latest mo.) *	\$1,153,747
Prior Year Total Overtime Expenditures (2008)	\$1,969,007

* Latest month = Aug., 2009

Budget/Actual Expenditures:

Total Actual Sheriff's Dept. Expenditures through (latest mo.) *	\$22,073,514
Total Annual Amended Budget	\$34,989,970
Percent of Total Annual Amended Budget spent	63.1%

* Latest month = Aug., 2009

Jail ADP
by Mo 2009
revised

BROWN COUNTY SHERIFF'S DEPARTMENT
Jail Average Daily Population by Month and Type
For the Calendar Year 2009

Monthly Averages

	Main Jail Lockup	Huber Facility	Brown Co Adult Sub-Total	Boarded from State or Counties	Boarded from Fed. Sources	All Adult Sub-Total	Electronic Monitoring	Juvenile *	Grand Total
Jan. '09	404.3	180.7	585.0	-	27.4	612.4	35.3	4.4	652.0
Feb.	393.8	182.9	576.8	-	26.4	603.2	40.8	6.3	650.3
Mar.	456.6	200.0	656.5	-	24.8	681.4	51.2	7.6	740.2
Apr.	451.0	204.1	655.1	-	25.5	680.6	50.0	8.8	739.4
May	476.7	200.0	676.7	-	22.3	699.0	51.7	11.5	762.2
June	478.9	206.5	685.4	-	18.5	703.9	51.7	9.9	765.5
July	476.3	196.3	672.6	-	14.3	686.9	46.2	8.6	741.8
Aug.	469.4	180.3	649.7	-	16.0	665.7	45.8	10.3	721.8
Sep.									
Oct.									
Nov.									
Dec.									
YTD Avg. **	450.9	193.9	644.7	-	21.9	666.6	46.6	8.4	721.7
2008 Avg.	440.9	187.8	628.6	15.1	25.4	669.1	40.1	12.0	721.2
2007 Avg.	464.9	186.4	651.3	22.4	37.3	711.1	36.5	10.6	758.2
2006 Avg.	427.2	165.6	592.8	6.9	45.5	641.1	40.4	13.0	694.6
2005 Avg.	403.5	142.1	545.6	19.2	25.9	590.7	41.2	14.0	646.0
2004 Avg.	388.2	124.0	512.3	13.8	32.8	553.4	33.1	12.1	598.6
2003 Avg.	395.1	127.3	522.4	9.4	17.9	549.6	12.5	13.2	575.2
% change '08 to '09	2.3%	3.3%	2.6%	-100.0%	-13.7%	-0.4%	16.3%	-30.0%	0.1%

Notes:

During late 2008 and early 2009, some inmates were boarded at another county jail due to the Communication Center construction project - an average of just under 16 for January 2009.

Federal inmates are primarily from US Marshal Services but may also include some inmates from Bureau of Prisons.

Prior to 2007, inmates from other counties were boarded in the Brown County Jail. In 2007 there were no inmates from other counties but there were inmates from the state boarded that year.

The above figures include inmates who are AWOL or on temporary leave, which is typically about 16 persons

The Huber Facility figure includes all inmates housed in that facility whether they actually are work release eligible

* Juvenile includes both Brown County juveniles and juveniles from other counties.

** YTD avg. is an average of averages and is not exactly the same as would be computed by taking the total number of inmate days and dividing by 365. However, the YTD avg. is reasonably close.

Brown County
Sheriff
Budget Status Report

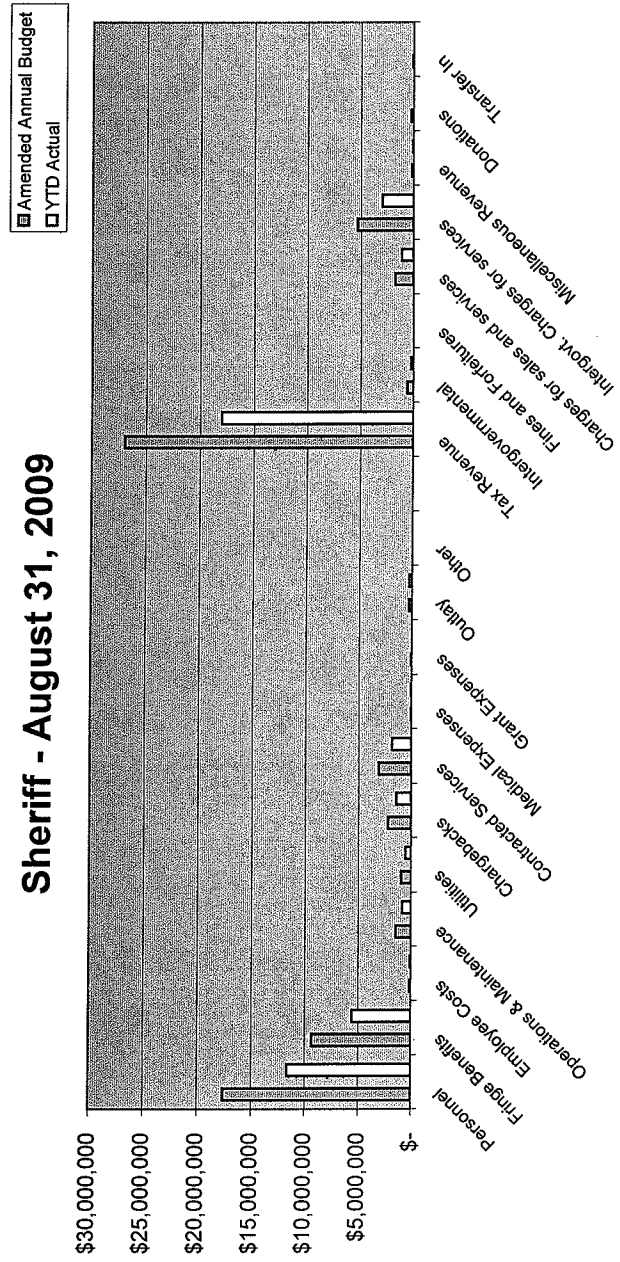
	Amended Annual Budget	YTD Actual	% Used/ Received
Personnel	\$ 17,580,378	\$ 11,629,208	66.1%
Fringe Benefits	\$ 9,319,360	\$ 5,549,044	59.5%
Employee Costs	\$ 129,755	\$ 73,313	56.5%
Operations & Maintenance	\$ 1,443,077	\$ 808,353	56.0%
Utilities	\$ 933,882	\$ 510,580	54.7%
Chargebacks	\$ 2,179,936	\$ 1,397,410	64.1%
Contracted Services	\$ 3,085,287	\$ 1,818,756	58.9%
Medical Expenses	\$ 24,830	\$ 23,161	93.3%
Grant Expenses	\$ 18,500	\$ -	0.0%
Outlay	\$ 274,965	\$ 263,689	95.9%
Other	\$ -	\$ -	0.0%
Tax Revenue	\$ 26,944,517	\$ 17,969,570	66.7%
Intergovernmental	\$ 581,920	\$ 200,573	34.5%
Fines and Forfeitures	\$ 10,500	\$ 4,035	38.4%
Charges for sales and services	\$ 1,736,498	\$ 1,085,646	62.5%
Intergovt. Charges for services	\$ 5,312,852	\$ 2,943,525	55.4%
Miscellaneous Revenue	\$ 145,800	\$ 72,879	50.0%
Donations	\$ 207,015	\$ 7,681	3.7%
Transfer In	\$ 53,426	\$ -	0.0%

HIGHLIGHTS:

Expenses: Overall expenditures are within budget, including wages, fringes and operations & maintenance. Overtime is still under the annual budget but likely will go over budget in Sept.

Revenues: Overall revenues are running under budget. Some is due to grant revenue and year-end transfers not yet recorded. The majority of the shortfall is due to Jail federal inmate boarding revenues, Huber inmate revenues and local municipal Jail charges running lower than anticipated in the budget.

Sheriff - August 31, 2009



PRODUCTION

Budget Performance Report - Sheriff

Fiscal Year To Date: 8/31/2009

Account Number	Amended Budget	Current Month Transactions	YTD Transactions	% Used/ Rec'd	Prior Year Total
Department: 074 Sheriff					
Revenue					
4100 General property taxes	\$26,944,517.00	\$2,251,939.00	\$17,969,569.83	67%	\$24,104,999.00
4301 Federal grant revenue	\$309,960.00	\$2,400.00	\$24,800.00	8%	\$282,102.19
4302 State grant revenue	\$271,960.00	\$11,460.52	\$175,772.68	65%	\$175,364.91
4501 Parking violations	\$10,000.00	\$320.00	\$3,310.00	33%	\$11,860.50
4502 Other law/ordinance violations	\$500.00	\$125.00	\$725.00	145%	\$1,450.00
4600-410 Charges and fees - Warrant	\$10,000.00	\$1,273.98	\$10,991.17	110%	\$10,642.45
4600-415 Charges and fees - Inspection of used vehicles	\$50,000.00	\$3,060.00	\$26,220.00	52%	\$43,735.82
4600-420 Charges and fees - Inmate daily	\$150,000.00	\$17,611.62	\$136,563.41	91%	\$179,894.41
4600-421 Charges and fees - Inmate processing	\$115,000.00	\$11,652.22	\$94,853.24	82%	\$120,089.22
4600-422 Charges and fees - Inmate medical	\$10,000.00	\$969.31	\$10,104.28	101%	\$12,754.71
4600-435 Charges and fees - Huber prisoners	\$650,000.00	\$37,527.86	\$344,975.29	53%	\$582,494.76
4600-603 Charges and fees - Paper service	\$244,080.00	\$21,879.86	\$170,285.48	70%	\$239,938.62
Rollup Account 4600 Charges and fees totals:	\$1,229,080.00	\$93,974.85	\$793,992.87	65%	\$1,189,549.99
4601-012 Sales - Copy machine use	\$14,000.00	\$381.50	\$6,485.23	46%	\$14,065.91
4601-440 Sales - Phone commissions	\$450,000.00	\$118,482.82	\$257,060.61	57%	\$454,832.92
4601-525 Sales - Utilities	\$32,418.00	\$2,701.50	\$21,612.00	67%	\$31,071.00
Rollup Account 4601 Sales totals:	\$496,418.00	\$121,565.82	\$285,157.84	57%	\$499,969.83
4603-020 Rent - Parking lot	\$11,000.00	\$602.63	\$6,495.67	59%	\$9,211.80
4700-411 Intergovt charges - Prisoner board - federal	\$711,750.00	\$26,210.00	\$350,350.00	49%	\$607,008.99
4700-412 Intergovt charges - Prisoner board - state	\$0.00	\$0.00	\$0.00	+++	\$286,374.90
4700-413 Intergovt charges - Prisoner board - other counties	\$0.00	\$0.00	\$0.00	+++	\$0.00
4700-423 Intergovt charges - Municipal jail	\$300,000.00	\$20,120.00	\$146,760.00	49%	\$242,680.00
4700-438 Intergovt charges - Juvenile detention	\$56,000.00	\$7,300.00	\$34,960.00	62%	\$48,660.00
4700-450 Intergovt charges - Sheriff services	\$110,000.00	\$71,161.70	\$127,749.00	116%	\$156,127.93
4700-453 Intergovt charges - Police services	\$3,537,588.00	\$4,027.84	\$1,800,929.93	51%	\$3,359,694.31
4700-454 Intergovt charges - DNA sample	\$4,000.00	\$0.00	\$5,100.00	128%	\$3,640.00
4700-455 Intergovt charges - Probation/parole	\$350,000.00	\$29,166.67	\$233,333.36	67%	\$466,734.10
4700-456 Intergovt charges - School Liaison	\$243,514.00	\$0.00	\$244,343.10	100%	\$234,147.73
Rollup Account 4700 Intergovt charges totals:	\$5,312,852.00	\$157,986.21	\$2,943,525.39	55%	\$5,405,067.96
4800 Intra-county charge	\$0.00	\$0.00	\$0.00	+++	\$0.00
4900 Miscellaneous	\$145,800.00	\$8,655.50	\$72,878.66	50%	\$162,292.23
4901 Donations	\$207,015.00	\$626.00	\$7,681.40	4%	\$216,733.95
4905 Interest	\$0.00	\$0.00	\$0.00	+++	\$225.65
9002 Transfer in	\$53,426.00	\$0.00	\$0.00	0%	\$202,300.00
9002-200 Transfer in - HR	\$0.00	\$0.00	\$0.00	+++	\$32,466.85
Rollup Account 9002 Transfer in totals:	\$53,426.00	\$0.00	\$0.00	0%	\$234,766.85
Revenue Totals	\$34,992,528.00	\$2,649,655.53	\$22,283,909.34	64%	\$32,293,594.86

PRODUCTION

Budget Performance Report - Sheriff

Fiscal Year To Date: 8/31/2009

Account Number	Amended Budget	Current Month Transactions	YTD Transactions	% Used/ Rec'd	Prior Year Total
Expense					
5100 Regular earnings	\$16,136,576.00	\$1,180,366.00	\$8,867,961.13	55%	\$12,778,622.97
5102-100 Paid leave earnings - Vacation	\$0.00	\$297,628.66	\$1,555,115.70	+++	\$2,450,659.35
5103-000 Premium - Overtime	\$1,443,802.00	\$186,074.95	\$1,251,120.68	87%	\$1,969,006.71
5199 Back pay settlement	\$0.00	\$0.00	\$0.00	+++	\$76,094.00
5109-100 Salaries reimbursement - Short term disability	\$0.00	\$0.00	(\$41,983.49)	+++	(\$67,115.31)
5109-400 Salaries reimbursement - Workers compensation	\$0.00	(\$1,212.01)	(\$3,005.75)	+++	(\$5,565.81)
Rollup Account 5109 Salaries reimbursement totals	\$0.00	(\$1,212.01)	(\$44,989.24)	+++	(\$72,681.12)
5110-100 Fringe benefits - FICA	\$9,319,360.00	\$123,812.94	\$869,672.17	9%	\$1,275,548.06
5110-110 Fringe benefits - Unemployment compensation	\$0.00	\$0.00	\$1,022.00	+++	\$278.69
5110-199 Fringe benefits - Back pay fringe	\$0.00	\$0.00	\$0.00	+++	\$18,681.07
5110-200 Fringe benefits - Health insurance	\$0.00	\$336,704.39	\$2,334,943.08	+++	\$4,220,525.12
5110-210 Fringe benefits - Dental Insurance	\$0.00	\$23,903.31	\$184,101.38	+++	\$263,082.20
5110-220 Fringe benefits - Life Insurance	\$0.00	\$1,644.48	\$10,568.02	+++	\$16,463.63
5110-235 Fringe benefits - Disability insurance	\$0.00	\$11,379.35	\$89,624.92	+++	\$109,983.21
5110-240 Fringe benefits - Workers compensation insurance	\$0.00	\$20,293.22	\$162,345.76	+++	\$79,344.72
5110-300 Fringe benefits - Retirement	\$0.00	\$195,441.25	\$1,328,651.32	+++	\$1,967,990.74
5110-310 Fringe benefits - Retirement credit	\$0.00	\$82,253.41	\$568,115.63	+++	\$857,794.75
Rollup Account 5110 Fringe benefits totals	\$9,319,360.00	\$795,432.35	\$5,549,044.28	60%	\$8,809,692.19
5200-300 Uniform - Badges & insignia	\$3,000.00	\$0.00	\$2,217.65	74%	\$3,518.82
5203-100 Employee allowance - Clothing	\$126,755.00	\$3,793.15	\$71,095.53	56%	\$109,532.84
5300 Supplies	\$296,000.00	\$15,590.64	\$168,498.94	59%	\$248,936.94
5300-001 Supplies - Office	\$26,525.00	\$2,442.21	\$24,799.00	93%	\$22,840.34
5300-003 Supplies - Technology	\$0.00	\$0.00	\$0.00	+++	\$0.00
5300-004 Supplies - Postage	\$16,150.00	\$2,379.03	\$9,592.07	59%	\$13,856.81
5300-005 Supplies - Ammunition and range	\$33,000.00	\$523.28	\$29,337.85	89%	\$30,432.77
Rollup Account 5300 Supplies totals	\$371,675.00	\$20,935.16	\$232,227.86	64%	\$316,066.86
5303 Copy expense	\$20,000.00	\$868.23	\$10,223.55	51%	\$15,664.04
5304 Printing	\$28,500.00	\$1,023.06	\$20,988.71	74%	\$27,156.57
5305 Dues and memberships	\$2,396.00	\$0.00	\$1,344.00	56%	\$2,415.00
5306-100 Maintenance agreement - Software	\$71,054.00	\$0.00	\$67,408.00	95%	\$2,716.00
5307-100 Repairs and maintenance - Equipment	\$40,000.00	\$2,442.37	\$32,596.97	82%	\$38,382.99
5307-200 Repairs and maintenance - Vehicle	\$40,300.00	\$2,220.63	\$19,170.84	48%	\$40,148.19
5307-300 Repairs and maintenance - Building	\$1,500.00	\$16.00	\$382.74	26%	\$1,940.06
5307-400 Repairs and maintenance - Grounds	\$0.00	\$0.00	\$0.00	+++	\$0.00
Rollup Account 5307 Repairs and maintenance totals	\$81,800.00	\$4,679.00	\$52,150.55	64%	\$80,471.24

PRODUCTION

Budget Performance Report - Sheriff

Fiscal Year To Date: 8/31/2009

Account Number	Amended Budget	Current Month Transactions	YTD Transactions	% Used/ Rec'd	Prior Year Total
5308-100 Vehicle/equipment - Gas, oil, etc.	\$403,000.00	\$24,242.57	\$192,094.73	48%	\$405,660.04
5310 Advertising and public notice	\$10,000.00	\$0.00	\$8,308.65	83%	\$8,781.57
5320-100 Rental - Equipment	\$6,000.00	\$0.00	\$1,790.00	30%	\$2,935.55
5320-200 Rental - Space	\$112,850.00	\$2,750.00	\$78,632.34	70%	\$139,799.22
Rollup Account 5320 Rental totals	\$118,850.00	\$2,750.00	\$80,422.34	68%	\$142,734.77
5330 Books, periodicals, subscription	\$1,106.00	\$0.00	\$342.22	31%	\$152.30
5335 Software	\$1,367.00	\$0.00	\$0.00	0%	\$0.00
5340 Travel	\$56,419.00	(\$1,667.13)	\$34,083.91	76%	\$49,029.95
5341 Transportation	\$500.00	\$0.00	\$7.38	1%	\$21,064.37
5390 Miscellaneous	\$135,000.00	\$14,674.92	\$58,969.83	44%	\$51,444.24
5395 Equipment - nonoutlay	\$141,410.00	\$2,740.00	\$49,781.21	40%	\$35,264.98
5400-210 Claims - Subrogation recovery	\$0.00	\$0.00	\$0.00	+++	\$0.00
5501 Electric	\$291,127.00	\$31,650.10	\$195,459.59	67%	\$255,840.25
5502 Gas, oil, etc.	\$354,734.00	\$6,744.36	\$129,529.75	37%	\$270,037.51
5503 Water & sewer	\$77,319.00	\$6,879.02	\$49,322.59	64%	\$74,200.06
5505 Telephone	\$169,936.00	\$15,732.76	\$110,807.76	65%	\$174,929.43
5507 Other utilities	\$40,766.00	\$212.50	\$25,460.06	62%	\$12,948.00
5600 Indirect cost	\$1,468,695.00	\$122,391.25	\$979,130.00	67%	\$1,526,704.00
5601-100 Intra-county expense - Information services	\$613,747.00	\$40,389.00	\$353,283.63	58%	\$775,089.25
5601-200 Intra-county expense - Insurance	\$97,494.00	\$8,124.50	\$64,996.00	67%	\$89,303.04
Rollup Account 5601 Intra totals	\$711,241.00	\$48,513.50	\$418,279.63	59%	\$864,392.29
5602-525 Sales - Utilities	\$0.00	\$0.00	\$0.00	+++	\$0.00
5700 Contracted services	\$535,608.00	\$36,742.77	\$371,600.04	69%	\$585,480.00
5706 Temporary replacement help	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
5708 Professional services	\$1,355,804.00	\$93,675.18	\$820,450.25	61%	\$1,070,527.77
5720 Boarding prisoners - jail	\$250,000.00	\$0.00	\$28,193.38	11%	\$40,507.49
5725 Meal service	\$941,875.00	\$141,739.83	\$598,512.52	64%	\$884,661.30
5760 Medical supplies	\$0.00	\$0.00	\$0.00	+++	\$287.39
5761 Medical services	\$0.00	\$0.00	\$268.28	+++	\$62.63
5762 Med exams/autopsies/genetic test	\$4,000.00	\$0.00	\$2,331.50	58%	\$3,654.00
5763 Dental services	\$20,830.00	\$0.00	\$20,561.55	99%	\$62,599.13
5800 Grant Expenditures	\$18,500.00	\$0.00	\$0.00	0%	\$0.00
6110-020 Outlay - Equipment (\$5,000+)	\$303,765.00	\$0.00	\$270,688.75	92%	\$271,483.28
6110-100 Outlay - Other (\$5,000+)	\$0.00	\$0.00	\$0.00	+++	\$6,400.00
Rollup Account 6110 Outlay totals	\$303,765.00	\$0.00	\$270,688.75	92%	\$277,883.28
6190 Disposition of fixed assets	(\$28,800.00)	\$0.00	(\$7,000.00)	24%	(\$41,570.00)
9003 Transfer out	\$0.00	\$0.00	\$0.00	+++	\$485.00
Expense Totals	\$34,989,970.00	\$3,036,610.18	\$22,073,514.32	63%	\$33,346,697.22
Department: 074 Sheriff totals:	\$69,982,498.00	\$5,686,265.71	\$44,357,423.66	63%	\$65,640,292.08
Revenue Grand Totals:	\$34,992,528.00	\$2,649,655.53	\$22,283,909.34	64%	\$32,293,594.86
Expenditure Grand Totals:	\$34,989,970.00	\$3,036,610.18	\$22,073,514.32	63%	\$33,346,697.22
Grand Totals:	\$2,558.00	(\$386,954.65)	\$210,395.02		(\$1,053,102.36)

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in special session on September 2, 2009, and recommends the following motions:

1. Review minutes and reports of:
 - a. Fire Investigation Task Force General Membership (5/28/09).
 - b. Special Public Safety Committee (8/25/09).Receive and place on file 1a & b.
2. Communication from Supervisor Scray re: Review BC requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Referred from August County Board.)
Hold for one month.
3. District Attorney - Monthly drug criminal complaint numbers (standing item).
Receive and place on file.
- **4. District Attorney - Request for Budget Transfer (#09-57): Interdepartmental Transfer: Request to cover the 2008 deficit of \$40,362 for the District Attorney.
To approve. Ayes: 2 (Andrews, Clancy); Nays: 2 (Nicholson, Williams). Motion Fails.
5. Sheriff - Key Factor Report for September and Jail Average Daily Population by Month and Type for the Calendar Year 2009. Receive and place on file.
- 6.** Sheriff - Request for Budget Transfer (#09-58): Interdepartmental Transfer: Request to cover the Sheriff's 2008 deficit in the amount of \$1,034,553.
To approve. Ayes: 2 (Andrews, Clancy); Nays: 2 (Nicholson, Williams) Motion Fails.
7. Sheriff - Request for Budget Transfer (#09-73): Increase in Expenditures with Offsetting Increase in Revenues. Receive and place on file.
8. Sheriff's Report. Receive and place on file.
9. Teen Court - July 2009 Teen Court Stats. Receive and place on file.
10. Public Safety Communications - IFERN/MARC Repeater ID Homeland Security Grant Award. (See #10a as 10 and 10a were taken together)
- #10a Request for Budget Transfer (#09-74): Increase in Expenditures with Offsetting Increase in Revenue: Homeland Security has approved our grant application to fully fund adding identification to the MARC Repeater and partially fund a new IFERN station.
To approve 10 and 10a.

** Items #4 and #6 were referred back to Public Safety Committee as per the County Board on 9/16/2009.

REQUEST FOR BUDGET TRANSFER

INSTRUCTIONS: This form is to be completed for any Category 1, 2a, 2b, 3, 4, or 5 budget transfer. Completed forms should be submitted to the Department of Administration.

<u>TYPE OF TRANSFER</u> <u>(check one)</u>	<u>DESCRIPTION</u>	<u>APPROVAL LEVEL</u>
<input type="checkbox"/> Category 1	Reallocation from one line item to another within the major budget categories	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring transfer of funds from another major budget category.	County Executive
	<input type="checkbox"/> b. Change in any item within Outlay account which requires the transfer of funds from any other major budget category or the transfer of Outlay funds to another major budget category.	County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between Budget Categories other than 2b or 3b transfers.	County Executive
	<input type="checkbox"/> b. Reallocation of Salaries and Fringe Benefits to another major budget category except contracted services, or reallocation to Salaries and Fringe Benefits from another major budget category except contracted services.	County Board
<input checked="" type="checkbox"/> Category 4	Interdepartmental Transfer (including contingency or general fund transfers)	County Board
<input type="checkbox"/> Category 5	Increase in Expenditures with Offsetting Increase in Revenue	County Board

DESCRIPTION AND JUSTIFICATION (attach additional sheets as needed). In narrative form, describe the requested transfer to include amount, account to transfer from, account to transfer to, and the effect on revenue and expense.

Request to cover the Sheriff's 2008 deficit in the amount of \$1,034,553. Major contributors to the shortfall were an excess in overtime and projected Jail revenues that failed to materialize. See attached for additional details.

Increase	Overtime Earnings	602,805
Decrease	Prisoners Board - Federal	431,748
Increase	Fund Balance Applied	1,034,553

<u>Sheriff's Dept.</u>	<u><i>Donna Kuhn</i></u>	<u>6/15/09</u>
Department	Department Head	Date

☒ Approved
☐ Disapproved

<u><i>Donna Kuhn</i></u>	<u>8/13/09</u>
County Executive	Date

Handwritten initials and signature

SHERIFF'S DEPARTMENT

Brown County

300 EAST WALNUT
P.O. BOX 22003
GREEN BAY, WISCONSIN 54305-2003
PHONE (920) 448-4200 FAX (920) 448-4206



DENNIS KOCKEN
SHERIFF

To: Lynn VandenLangenberg, Director of Administration
From: Sheriff Dennis Kocken *DCK*
Date: May 20, 2009
Subject: 2008 Budget Shortfall and 2009 Observations

The 2008 financial statements are still "un-audited" but with no material changes anticipated we can assume the figures now available will remain virtually unchanged. Unfortunately, those 2008 figures represent a net budget shortfall of \$1,034,553, of which \$725,106 is due to revenues falling short of budget and \$309,447 is due to expenditures exceeding budget. I therefore request that the net shortfall be covered with a transfer from the County's general fund.

While the shortfalls listed above are large dollar amounts, when viewed in terms of percentages of the total budget they are less dramatic. Revenues were 2.20% under budget and expenditures were only 0.94% over budget. The combined effect is a shortfall of 3.13% of total budget as illustrated on the attached document.

Sources of 2008 Shortfalls

Clearly the largest reason for the shortfall is that projected Jail revenues failed to materialize to the extent budgeted. Part of that was due to over-optimism on the part of the Sheriff's Department and that was compounded by further over-optimism by the County Board. The Sheriff's Department's budget anticipated a total of \$1,186,250 in boarding revenue for adult inmates but the Public Safety Committee bumped that up \$365,000 for a total of \$1,551,250. Unfortunately, only \$893,384 was actually collected – impacted by the effects of closing one Jail pod for construction on the new communications center. The net effect of the adult boarding revenue shortfall was \$657,866.

A second significant reason for the revenue shortfall was the dramatic decrease in Huber prisoners revenue. That was budgeted at \$860,000, based on a fee of \$20 per day and an average daily population of employed Huber inmates of just under 118. However, economic conditions resulted in a lower number of inmates being employed so the revenue was only \$582,495, resulting in a shortfall of \$277,505.

A third significant revenue shortfall was due to an oversight in the budgeting process which allowed a \$120,000 Other Insurance Recoveries figure from the 2007 budget to be carried over into the 2008 budget. No revenue was posted to that account in 2008, resulting in a \$120,000 shortfall. In hindsight, that revenue should have been zeroed out when the 2008 budget was created but it was not detected until far into the budget process.

Adding up the above listed revenue shortfalls produces a figure of \$1,055,371 but the actual revenue shortfall was \$725,106. That is because there were several areas in which revenue exceeded the budget including Sheriff Services, State Probation/Parole Revenue, Brown County Municipal Jail Revenue and Other Misc. Revenue. As an interesting aside, while the Probation/Parole Revenue was

\$116,734 greater than budgeted, had the State of Wisconsin reimbursed Brown County at the statutory rate of \$40.00 per day, rather than the actual amount of \$29.18 per day, the revenue would have been \$173,066 greater.

Expenditure over-runs were primarily in the area of wages. Overtime went \$602,805 over budget but in prior years those overruns would somewhat offset by vacancy savings. However, in 2008 even the total of Regular and Paid Leave Earnings exceeded the budget by \$197,158. That suggests that either vacancy savings were well under projected or there was a flaw in the budgeting of regular and paid leave costs. Fortunately, fringe benefits came in well under budget offsetting over half of the wage overruns. The net result of wages and fringes was an overrun of \$292,107.

There were some other expenditure overruns, including costs for prisoner transportation (including about \$20,000 for the Geske trial) and \$27,599 in excess Jail dental costs, but those were largely offset by under-spending in other areas.

2009 Observations

The Jail boarding revenue issues were already well known when the 2009 budget was being compiled so budgeted revenue was cut back significantly. For 2009, combined federal and state adult boarding revenues total \$711,750, down from 2008's budgeted \$1,551,250 and less than 2008's actual \$893,384. Even so, through April the total revenues are trending under budget and at this point the revenue is projected at \$628,095 – still a potential shortfall but no where near the situation in 2008.

Huber revenues were similarly scaled back in 2009 from \$860,000 in 2008 to \$650,000. That is still higher than 2008's actual revenue of \$582,495. Through April the 2009 revenue projects to only \$501,993 but both March and April showed increases over prior months so it is very possible that the actual revenue will be closer to 2008's figure.

The 2009 budget finally corrected the issue regarding Other Insurance Recoveries and nothing was budgeted in that line so there will be no built-in shortfall for that line again in 2009.

In regard to expenditures, through April total wages are \$268,094 or 4.77% under the year-to-date budget and fringes are \$244,397 or 8.01% under the year-to-date budget. Total expenditures through April are \$823,560 or 7.13% under budget. Last year through April, the expenditures were only running 0.70% under budget. It's difficult to project too far into the remainder of 2009 but the trend so far is looking positive.

Conclusion

Clearly, 2008 was a year in which our best estimates and projections of revenues and expenditures failed to completely materialize. Even so, on a percentage basis the actual and budget variances were relatively small. Hopefully, some of the changes made in the 2009 budget will address those problematic areas and reduce or preferably eliminate any net shortfalls.

Attachment: Budget to Actual graphs

REQUEST FOR BUDGET TRANSFER

INSTRUCTIONS: This form is to be completed for any Category 1, 2a, 2b, 3, 4, or 5 budget transfer. Completed forms should be submitted to the Department of Administration.

TYPE OF TRANSFER (check one)

DESCRIPTION

APPROVAL LEVEL

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> Category 1 | Reallocation from one line item to another within the major budget categories | Department Head |
| <input type="checkbox"/> Category 2 | <input type="checkbox"/> a. Change in Outlay not requiring transfer of funds from another major budget category.
<input type="checkbox"/> b. Change in any item within Outlay account which requires the transfer of funds from any other major budget category or the transfer of Outlay funds to another major budget category. | County Executive

County Board |
| <input type="checkbox"/> Category 3 | <input type="checkbox"/> a. Reallocation between Budget Categories other than 2b or 3b transfers.
<input type="checkbox"/> b. Reallocation of Salaries and Fringe Benefits to another major budget category except contracted services, or reallocation to Salaries and Fringe Benefits from another major budget category except contracted services. | County Executive

County Board |
| <input type="checkbox"/> Category 4 | Interdepartmental Transfer (including contingency or general fund transfers) | County Board |
| <input checked="" type="checkbox"/> Category 5 | Increase in Expenditures with Offsetting Increase in Revenue | County Board |

DESCRIPTION AND JUSTIFICATION (attach additional sheets as needed). In narrative form, describe the requested transfer to include amount, account to transfer from, account to transfer to, and the effect on revenue and expense.

This is a request to increase budgeted DARE fund expenses with offsetting revenues. There is no tax levy affected in this request. Additional funding comes from Crime Prevention Foundation and use of fund balance.

Increase:	Supplies & Expense	150.074.076.5300	\$8,115
	Equipment Non-outlay	150.074.076.5395	\$2,000
	Telephone Expense	150.074.076.5505	\$ 200
Increase:	Misc. Revenue	150.074.076.4900	\$8,153
	Donations	150.074.076.4901	\$ 897
	Fund Balance applied		\$1,265

<u>Sheriff</u>	<u><i>[Signature]</i></u>	<u>9/24/09</u>
Department	Department Head	Date

☒ Approved
☐ Disapproved

<u><i>[Signature]</i></u>	<u>9/28/09</u>
County Executive	Date

[Handwritten initials]
 9/25/09

BROWN COUNTY SHERIFF'S DEPARTMENT
DARE Fund Adopted Budget and Proposed Budget Revisions
For Calendar Year 2009

ACCOUNT	DESCRIPTION	ADOPTED BUDGET	ACTUAL YTD	PROJECTED FOR YEAR	PROPOSED BUDGET REVISIONS
150.074.076.					
510x.xxx	WAGES - ALL CATEGORIES	\$ 119,276.00	\$ 80,100.42	119,276.00	-
511x.xxx	FRINGES - ALL CAT.	63,391.00	34,577.69	63,391.00	-
5203.100	EMPLOYEE ALLOW.	1,440.00	420.63	1,440.00	-
5300	SUPPLIES AND EXPENSE	19,350.00	19,667.51	27,465.00	8,115.00
5304	PRINTING	1,000.00	739.88	1,000.00	-
5395	EQUIPMENT NON-OUTLAY	-	1,861.05	2,000.00	2,000.00
5505	TELEPHONE	-	114.40	200.00	200.00
	TOTAL EXPENSES	\$ 204,457.00	\$ 137,481.58	\$ 214,772.00	\$ 10,315.00
4900	MISC. REVENUE *	\$0.00	3,352.90	8,153.00	\$8,153.00
4901	DONATIONS **	\$207,015.00	11,128.50	207,912.00	\$897.00
	TOTAL REVENUES	\$207,015.00	\$14,481.40	\$216,065.00	\$9,050.00

* Misc. revenue broken down as follows:

Sale of DARE vehicle (Corvette) \$ 1,500.00
Cell phone reimbursements 53.00
Packer parking cost offsets (family night, 2 pre-season, 8 reg. season) 6,600.00
\$ 8,153.00

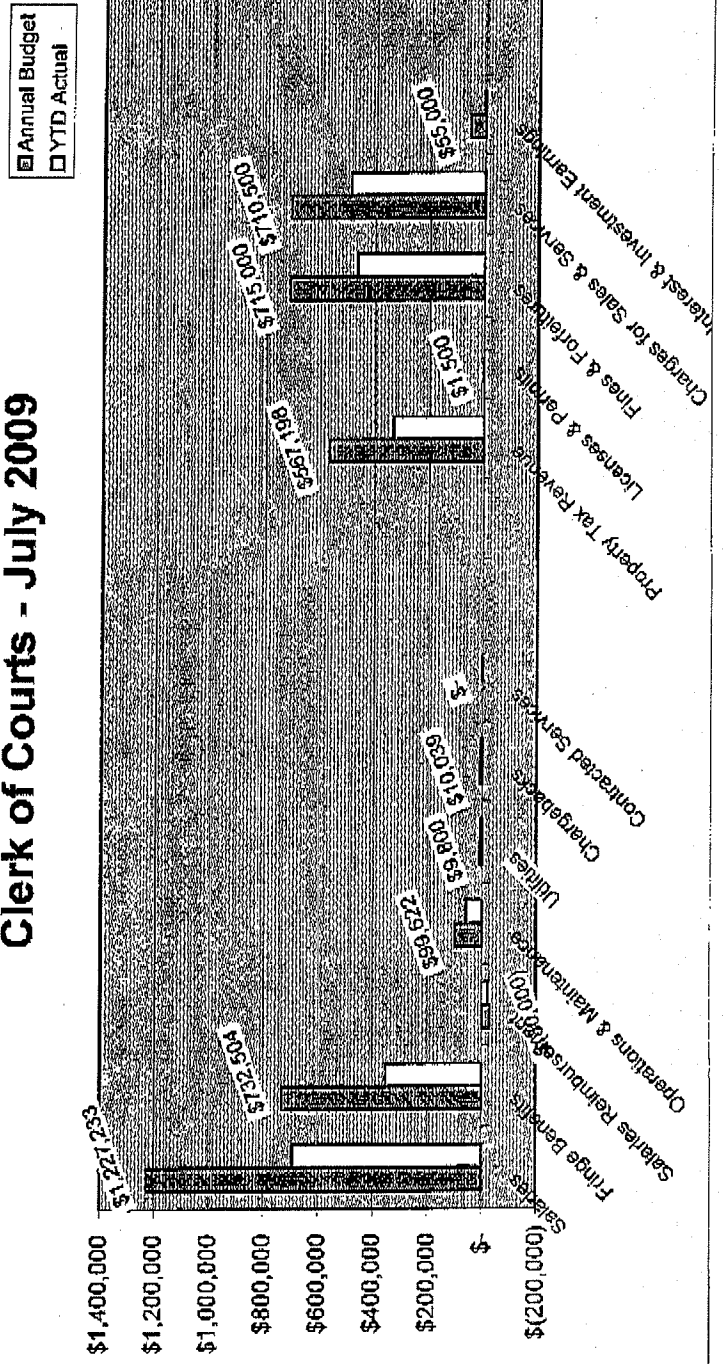
** Donations broken down as follows:

Crime Prevention Foundation \$ 194,224.00
Various Individuals/Organizations 10,788.00
Events (bowling, etc.) 2,900.00
\$ 207,912.00

	Annual Budget	YTD Actual
Salaries	\$ 1,227,233	\$ 691,530
Fringe Benefits	\$ 732,504	\$ 350,862
Salaries Reimbursement	\$ (30,000)	\$ (19,911)
Operations & Maintenance	\$ 99,622	\$ 59,459
Utilities	\$ 9,800	\$ 4,856
Chargebacks	\$ 10,039	\$ 5,256
Contracted Services	\$ -	\$ 2,248

Property Tax Revenue	\$ 567,198	\$ 330,869
Licenses & Permits	\$ 1,500	\$ 420
Fines & Forfeitures	\$ 715,000	\$ 467,746
Charges for Sales & Services	\$ 710,500	\$ 489,470
Interest & Investment Earnings	\$ 55,000	\$ 3,966

Clerk of Courts - July 2009



PRODUCTION *Brown Co* PRODUCTION Clerk of Courts, Month Ended 7/31/2009

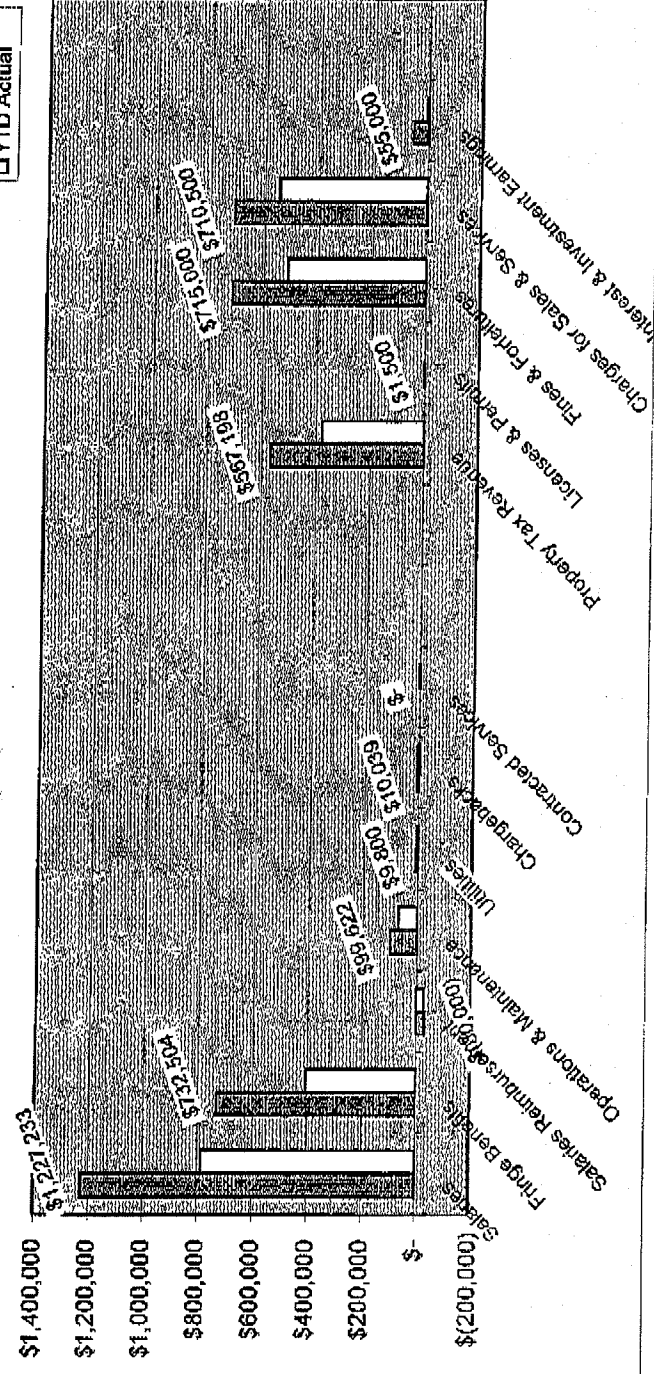
Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior Year Total
Fund: 100 - GF									
Revenues									
PTX - Property taxes	567,198.00	0.00	567,198.00	47,267.00	0.00	330,869.00	236,329.00	58%	523,085.00
L&P - Licenses & permits	1,500.00	0.00	1,500.00	40.00	0.00	420.00	1,080.00	28%	720.00
F&F - Fines and forfeitures	715,000.00	0.00	715,000.00	66,129.18	0.00	467,745.84	247,254.16	65%	610,521.29
CSS - Charges for sales and services	710,500.00	0.00	710,500.00	81,062.40	0.00	489,469.94	221,030.06	69%	757,138.17
MRV - Miscellaneous revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	18.88
IE - Interest & investment earnings	55,000.00	0.00	55,000.00	523.66	0.00	3,965.67	51,034.33	7%	34,541.12
TRF - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	5,047.00
Revenue Totals:	\$2,049,198.00	\$0.00	\$2,049,198.00	\$195,022.24	\$0.00	\$1,292,470.45	\$756,727.55	63%	\$1,931,068.46
Expenditures									
PER - Personnel services	1,227,233.00	0.00	1,227,233.00	94,935.54	0.00	891,530.26	535,702.74	56%	1,198,895.53
F&T - Fringe benefits and taxes	732,504.00	0.00	732,504.00	54,964.42	0.00	350,862.34	381,641.66	48%	714,989.82
SRE - Salaries reimbursement	30,000.00	(80,000.00)	(50,000.00)	(2,186.47)	0.00	(19,910.51)	(10,089.49)	66%	(48,564.50)
OPM - Operations and maintenance	99,822.00	0.00	99,822.00	4,801.70	0.00	59,458.81	40,363.19	60%	88,288.58
INS - Insurance costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
UTL - Utilities	9,800.00	0.00	9,800.00	795.79	0.00	4,855.62	4,944.38	50%	9,775.67
CHG - Chargebacks	10,039.00	0.00	10,039.00	888.33	0.00	5,255.93	4,783.07	52%	19,807.97
CON - Contracted services	0.00	0.00	0.00	0.00	0.00	2,248.13	(2,248.13)	+++	5,455.13
JUD - Judiciary Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Expenditure Totals:	\$2,109,198.00	(\$60,000.00)	\$2,049,198.00	\$153,699.31	\$0.00	\$1,094,100.58	\$955,097.42	53%	\$1,988,448.20
Revenue Total:	\$2,049,198.00	\$0.00	\$2,049,198.00	\$195,022.24	\$0.00	\$1,292,470.45	\$756,727.55	63%	\$1,931,068.46
Expenditure Total:	\$2,109,198.00	(\$60,000.00)	\$2,049,198.00	\$153,699.31	\$0.00	\$1,094,100.58	\$955,097.42	53%	\$1,988,448.20
Fund: 100 Net Total	(\$60,000.00)	\$60,000.00	\$0.00	\$41,322.93	\$0.00	\$198,369.87	(\$57,378.74)		
Revenue Grand Total:	\$2,049,198.00	\$0.00	\$2,049,198.00	\$195,022.24	\$0.00	\$1,292,470.45	\$756,727.55	63%	\$1,931,068.46
Expenditure Grand Total:	\$2,109,198.00	(\$60,000.00)	\$2,049,198.00	\$153,699.31	\$0.00	\$1,094,100.58	\$955,097.42	53%	\$1,988,448.20
Grand Total:	(\$60,000.00)	\$60,000.00	\$0.00	\$41,322.93	\$0.00	\$198,369.87	(\$57,378.74)		

	Annual Budget	YTD Actual
Salaries	\$ 1,227,233	\$ 786,820
Fringe Benefits	\$ 732,504	\$ 405,844
Salaries Reimbursement	\$ (30,000)	\$ (25,383)
Operations & Maintenance	\$ 99,622	\$ 69,768
Utilities	\$ 9,800	\$ 5,706
Chargebacks	\$ 10,039	\$ 5,954
Contracted Services	\$ -	\$ 2,248

Property Tax Revenue	\$ 567,198	\$ 378,136
Licenses & Permits	\$ 1,500	\$ 540
Fines & Forfeitures	\$ 715,000	\$ 511,734
Charges for Sales & Services	\$ 710,500	\$ 546,524
Interest & Investment Earnings	\$ 55,000	\$ 4,434

Clerk of Courts - August 2009



PRODUCTION *Brown Co* PRODUCTION Clerk of Courts, Month Ended 8/31/2009

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior Year Total
Fund: 100 - GE									
Revenues									
PTX - Property taxes	567,198.00	0.00	567,198.00	47,267.00	0.00	378,136.00	169,062.00	67%	523,085.00
L2P - Licenses & permits	1,500.00	0.00	1,500.00	123.00	0.00	540.00	563.00	36%	720.00
F&F - Fines and forfeitures	745,000.00	0.00	745,000.00	43,987.99	0.00	511,733.83	203,266.17	72%	610,521.29
CSS - Charges for sales and services	740,500.00	0.00	740,500.00	57,064.27	0.00	546,524.21	163,975.79	77%	757,138.17
MRV - Miscellaneous revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	16.88
IRE - Interest & investment earnings	55,000.00	0.00	55,000.00	468.17	0.00	4,433.84	50,566.16	8%	34,541.12
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	5,047.00
Revenue Totals:	\$2,049,198.00	\$0.00	\$2,049,198.00	\$148,897.43	\$0.00	\$1,441,367.88	\$607,830.12	70%	\$1,931,069.46
Expenditures									
PER - Personnel services	1,227,233.00	0.00	1,227,233.00	95,289.84	0.00	786,920.10	440,412.90	64%	1,198,895.53
FBI - Fringe benefits and taxes	732,504.00	0.00	732,504.00	55,181.78	0.00	405,844.12	326,659.88	55%	714,989.82
SRE - Salaries reimbursement	30,000.00	(60,000.00)	(30,000.00)	(5,472.44)	0.00	(25,382.95)	(4,917.05)	85%	(48,564.50)
OPM - Operations and maintenance	99,622.00	0.00	99,622.00	10,309.16	0.00	69,767.97	29,854.03	70%	88,288.58
INS - Insurance costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
UTL - Utilities	9,800.00	0.00	9,800.00	849.98	0.00	5,705.58	4,094.42	58%	9,775.67
CHG - Chargebacks	10,039.00	0.00	10,039.00	697.82	0.00	5,953.75	4,085.25	59%	19,607.97
CON - Contracted services	0.00	0.00	0.00	0.00	0.00	2,248.13	(2,248.13)	+++	5,455.13
JUD - Judiciary Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Expenditure Totals:	\$2,109,198.00	(\$60,000.00)	\$2,049,198.00	\$156,856.12	\$0.00	\$1,250,956.70	\$798,241.30	61%	\$1,988,448.20
Revenue Total:	\$2,049,198.00	\$0.00	\$2,049,198.00	\$148,897.43	\$0.00	\$1,441,367.88	\$607,830.12	70%	\$1,931,069.46
Expenditure Total:	\$2,109,198.00	(\$60,000.00)	\$2,049,198.00	\$156,856.12	\$0.00	\$1,250,956.70	\$798,241.30	61%	\$1,988,448.20
Fund: 100 Net Total	(\$60,000.00)	\$60,000.00	\$0.00	(\$7,958.69)	\$0.00	\$190,411.18	(\$190,411.18)		(\$57,378.74)
Revenue Grand Total:	\$2,049,198.00	\$0.00	\$2,049,198.00	\$148,897.43	\$0.00	\$1,441,367.88	\$607,830.12	70%	\$1,931,069.46
Expenditure Grand Total:	\$2,109,198.00	(\$60,000.00)	\$2,049,198.00	\$156,856.12	\$0.00	\$1,250,956.70	\$798,241.30	61%	\$1,988,448.20
Grand Total:	(\$60,000.00)	\$60,000.00	\$0.00	(\$7,958.69)	\$0.00	\$190,411.18	(\$190,411.18)		(\$57,378.74)

11. Public Safety Communications - Green Bay Back-up 800 MHz station at Lambeau Field.
Receive and place on file.
12. Public Safety Communications - Director's Report. Receive and place on file.
- ** 13.** Clerk of Courts - Request for Budget Transfer (#09-55): Interdepartmental Transfer: Request to cover the Clerk of Courts 2008 deficit in the amount of \$57,379. *(See #14 as 13 & 14 were taken together.)*
- ** 14.** Circuit Courts - Request for Budget Transfer (#09-56): Interdepartmental Transfer: Request to cover the Circuit Courts 1-8 2008 deficit in the amount of \$72,759.
To approve. (No recommendation to the County Board):
Ayes: 2 (Andrews, Clancy);
Nays: 2 (Nicholson, Williams). Motion fails.
15. Closed Session: Pursuant to Sec. 19.85(1)(c), Wisconsin Statutes to consider the potential employment of several individuals at the Communications Center.
16. Medical Examiner – No agenda items. No action.
17. Audit of bills.

Approved by:

COUNTY EXECUTIVE

Date

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**** Items #13 and #14 were referred back to Public Safety Committee as per the County Board on 9/16/2009.**

REQUEST FOR BUDGET TRANSFER

INSTRUCTIONS: This form is to be completed for any Category 1, 2a, 2b, 3, 4, or 5 budget transfer. Completed forms should be submitted to the Department of Administration.

TYPE OF TRANSFER
(check one)

DESCRIPTION**APPROVAL LEVEL**

- | | | |
|--|--|------------------|
| <input type="checkbox"/> Category 1 | Reallocation from one line item to another within the major budget categories | Department Head |
| <input type="checkbox"/> Category 2 | | |
| <input type="checkbox"/> a. | Change in Outlay not requiring transfer of funds from another major budget category. | County Executive |
| <input type="checkbox"/> b. | Change in any item within Outlay account which requires the transfer of funds from any other major budget category or the transfer of Outlay funds to another major budget category. | County Board |
| <input type="checkbox"/> Category 3 | | |
| <input type="checkbox"/> a. | Reallocation between Budget Categories other than 2b or 3b transfers. | County Executive |
| <input type="checkbox"/> b. | Reallocation of Salaries and Fringe Benefits to another major budget category except contracted services, or reallocation to Salaries and Fringe Benefits from another major budget category except contracted services. | County Board |
| <input checked="" type="checkbox"/> Category 4 | Interdepartmental Transfer (including contingency or general fund transfers) | County Board |
| <input type="checkbox"/> Category 5 | Increase in Expenditures with Offsetting Increase in Revenue | County Board |

DESCRIPTION AND JUSTIFICATION (attach additional sheets as needed). In narrative form, describe the requested transfer to include amount, account to transfer from, account to transfer to, and the effect on revenue and expense.

Request to cover the Clerk of Courts 2008 deficit in the amount of \$57,379. The shortfall was mainly attributable to the reduced collection of fines and forfeiture revenues, particularly County Ordinance Forfeitures. See attached for additional explanations.

Decrease	County Ordinance Forfeitures	57,379
Increase	Fund Balance Applied	57,379

Clerk of Courts
Department

Rosi Yelison
Department Head

6-15-09
Date

☒ Approved

☐ Disapproved

Tom Henry
County Executive

8/11/09
Date

Handwritten signature/initials

CLERK OF CIRCUIT COURT

Brown County



100 SOUTH JEFFERSON STREET
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
TELEPHONE (920) 448-4155
FAX (920) 448-4156
WWW.CO.BROWN.WI.US/CLERK_OF_COURTS

LISA WILSON
CLERK OF CIRCUIT COURT
(920) 448-4179

LAURI MARENGER
CHIEF DEPUTY
(920) 448-4154

NEIL BASTEN
FINANCIAL OPERATIONS MANAGER
(920) 448-4501

To: Lynn VandenLangenberg, Director of Administration

From: Lisa Wilson, Clerk of Circuit Courts

Date: May 15, 2009

Re: 2008 Budget Variances

2008 Budget Variances

County Ordinance Forfeitures and Penal Fines for Cty Civil Fees – both of these accounts were affected by our economy. Fines and Fees are assessed and defendants are given ample amount of time to pay, but obviously we can't make them pay. We turn accounts over to the start for tax intercept, we turn account over to collection agencies, issue warrants for past due balances, and issue a civil judgment. The 2009 budget was changed to reflect these issues. Also, we have had a successful five months of intercepting taxes.

Bail/Bond Forfeitures – Bail forfeitures occur when the defendants fail to appear for a hearing. The judge will then issue a warrant for their arrest and forfeiture bond. This is hard to predict who will or will not show up for hearing.

Interest on Investments - Another account affected by our economies downward slide. That combined with the changing of bank account drastically affected this account in 2008. Our current interest rate is 0.25% with JP Morgan compared to the nearly 5.00 % we had at one point with Associated Bank. This account will need to be adjusted in the 2009 budget.

If you need additional information or have any questions, please call.

A handwritten signature in cursive script that reads "Lisa Wilson".

Lisa Wilson
Clerk of Circuit Courts

**PROCEEDINGS OF THE BROWN COUNTY LOCAL EMERGENCY PLANNING
COMMITTEE – LEPC**

Pursuant to Section 19.84, Wis, Stats., a meeting of the **Brown County Local Emergency Planning Committee** was held on Tuesday Sept 8th 2009 at 1:30 pm at Georgia Pacific 1919 S Broadway Green Bay, WI 54304

PRESENT: Leon Engler, Tom Collins, Jeff Roemer, Rob Goplin, Steve Maricque, Michael Moore, Bill Marotz, Tim O'Conner, Dennis Carr, David Catalano, Ron Koch, Tim Rasmussen, Emery Coonen, Ed Olson, Mark Thiry, Cullen Pelter, Roxanne Chronert, Kathy Clayton, Judy Friederichs, Paul Gazdik

1. **CALL MEETING TO ORDER:**

The meeting was called to order by Tom Collins at 1:30 p.m.

2. **APPROVAL OF AGENDA:**

A MOTION WAS MADE TO APPROVE THE AGENDA BY TIM RASMUSSEN.
Vote taken. MOTION CARRIED UNANIMOUSLY.

3. **APPROVAL OF MINUTES:**

A MOTION WAS MADE TO APPROVE THE MINUTES BY LEON ENGLER.
Vote taken. MOTION CARRIED UNANIMOUSLY.

4. **COMMITTEE REPORTS:**

A. **PUBLIC INFORMATION AND EDUCATION COMMITTEE**

-Judy Friederichs reported that the PIE Committee is gearing up for some public outreach and education. The committee is in the process of scheduling members to work the upcoming Fire open houses and Senior Fest at Shopko Hall. The committee also put together an easy to use program guide for the Weather Radio's. The committee's next meeting will be held September 15th at 9 am.

B. **EXECUTIVE COMMITTEE**

-Cullen Peltier reported that the LEPC appointments were approved by the county board and that all the participants in the LEPC are official members.

C. **PLANNING COMMITTEE**

- Cullen Peltier asked if anyone is interested in participating in a Table Top Exercise that would reconvene the planning committee to support this process.
-Tom Collins suggested that we look to Sam to help us find a good participant in this process.

-Michael Moore the reviewed his plan for George Pacific for September's Plan for Review

6. OLD BUSINESS/OTHER BUSINESS

A. ARES/RACES UPDATE

-Dave Catalano reported that their group provided communication support in the Airport Exercise, a local Bicycle race, and are continuing to work on simulated tests. Mr. Catalano reported that he is working with Mr. Peltier on getting an HF antenna hooked up in the EOC. They are in contact with WEM for computers and they have added new members to there group.

B. RECENT SPILLS

-Roxanne Chronert gave a brief introduction on who she is and also introduced Kathy Clayton from the EPA. Ms. Chronert gave an overview of the recent spills. Ms. Clayton talked brief of the services that she can provide business in the area specifically local government reimbursement help.

C. Airport Exercise

-Cullen Peltier reported that the Airport Exercise went very well. A few things for improvement but overall a successful exercise.

7. NEW BUSINESS

A. HAZMAT BOARD DISSOVLED TO GREEN BAY FIRE

-The committee entered into a Q and A with Cullen Peltier, Chief Roemer and Assistant Fire Chief Goplin dissucsing the HazMat Boards decision to dissolve.

After discussion and questions Tom Collins made a Motion:

To reaffirm the decision made by the HazMat Board of Directors to dissolve all decision making to Green Bay Fire, and keep management of assets with Brown County Emergency Management. Seconded by Leon Engler. A roll call vote passed unanimously: 13-0-0

B. BOU-MATIC OFFICIAL WRITTEN REQUEST FOR INFORMATION

-Cullen fielded a Q and A about a written request from this company believed to be storing chemicals with out reporting. Committee voted unanimously to take action.

C. EPA DEMO

-Was talked about during the Recent Spills report.

8. PUBLIC COMMENT

-Hybrid cars from a responders stand point were discussed. Education and training were suggested.

9. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

Nothing at this time

PRODUCTION *Brown Co* PRODUCTION Public Safety Summary-Month Ending 7/31/09

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less Transactions	% Used/Rec'd	Prior YTD Total
Revenues									
PTX - Property taxes	5,337,781.00	0.00	5,337,781.00	444,815.00	0.00	3,113,705.00	2,224,076.00	58%	3,082,527.00
IGV - Intergovernmental	187,459.00	10,500.00	197,959.00	19,009.79	0.00	179,570.10	18,388.90	91%	447,334.10
CSS - Charges for sales and services	0.00	0.00	0.00	379.34	0.00	448.34	(448.34)	+++	239.20
ICS - Intergovernmental charges for services	0.00	0.00	0.00	0.00	0.00	15,275.34	(15,275.34)	+++	34,161.43
MRV - Miscellaneous revenue	4,708.00	0.00	4,708.00	30.50	0.00	1,118.57	3,589.43	24%	2,538.23
CTB - Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRI - Transfer in	0.00	4,771.00	4,771.00	0.00	0.00	4,771.00	0.00	100%	22,212.00
Revenue Totals:	\$5,529,948.00	\$15,271.00	\$5,545,219.00	\$464,234.63	\$0.00	\$3,314,886.35	\$2,230,330.65	60%	\$3,589,009.96
Expenditures									
PER - Personnel services	3,052,865.00	0.00	3,052,865.00	233,794.10	0.00	1,720,412.22	1,332,452.78	56%	1,738,235.24
FBI - Fringe benefits and taxes	1,491,838.00	0.00	1,491,838.00	114,488.89	0.00	744,161.36	747,676.62	50%	845,748.95
SRE - Salaries reimbursement	22,014.00	(44,028.00)	(22,014.00)	0.00	0.00	(18,016.45)	(3,987.55)	82%	(9,542.88)
EMP - Employee costs	16,673.00	4,771.00	21,444.00	183.03	0.00	8,563.73	12,880.27	40%	6,460.23
OPM - Operations and maintenance	372,917.00	1,500.00	374,417.00	17,259.14	(396.91)	312,961.96	61,651.96	83%	260,088.58
UTL - Utilities	80,222.00	0.00	80,222.00	7,158.03	0.00	42,504.30	37,717.70	53%	26,142.84
CHG - Chargebacks	347,605.00	0.00	347,605.00	26,869.16	0.00	187,723.57	149,881.43	57%	222,783.58
CON - Contracted services	37,888.00	9,000.00	46,888.00	2,497.57	0.00	14,230.80	32,657.20	30%	11,486.95
MED - Medical expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
OTH - Other	0.00	0.00	0.00	0.00	0.00	52,815.76	(52,815.76)	+++	98,027.36
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRO - Transfer out	151,954.00	0.00	151,954.00	833.33	0.00	92,418.31	59,535.69	61%	177,886.96
Expenditure Totals:	\$5,573,976.00	(\$28,757.00)	\$5,545,219.00	\$403,083.25	(\$396.91)	\$3,167,775.58	\$2,377,840.33	57%	\$3,377,314.50
Revenue Total:	\$5,529,948.00	\$15,271.00	\$5,545,219.00	\$464,234.63	\$0.00	\$3,314,886.35	\$2,230,330.65	60%	\$3,589,009.96
Expenditure Total:	\$5,573,976.00	(\$28,757.00)	\$5,545,219.00	\$403,083.25	(\$396.91)	\$3,167,775.58	\$2,377,840.33	57%	\$3,377,314.50
Fund: 100 Net Total	(\$44,028.00)	\$44,028.00	\$0.00	\$81,151.38	\$396.91	\$147,112.77	(\$147,509.86)		\$211,695.46

PRODUCTION *Brown Co* PRODUCTION
Public Safety Summary-Month Ending 8-31-09
Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Budget Less Transactions	% Used / Rec'd	Prior YTD Total
Fund: 100 - GE									
Revenues									
PTX - Property taxes	5,337,781.00	0.00	5,337,781.00	444,815.00	0.00	3,550,520.00	1,779,261.00	67%	3,522,888.00
IGV - Intergovernmental	187,459.00	10,500.00	197,959.00	(5,012.55)	0.00	174,557.55	23,401.45	88%	473,775.28
CSS - Charges for sales and services	0.00	0.00	0.00	0.00	0.00	448.34	(448.34)	+++	239.20
ICS - Intergovernmental charges for services	0.00	0.00	0.00	0.00	0.00	15,275.34	(15,275.34)	+++	34,161.43
MRV - Miscellaneous revenue	4,708.00	0.00	4,708.00	30.75	0.00	1,149.32	3,558.68	24%	11,120.22
CTB - Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRI - Transfer in	0.00	4,771.00	4,771.00	0.00	0.00	4,771.00	0.00	100%	22,212.00
Revenue Totals:	\$5,529,948.00	\$15,271.00	\$5,545,219.00	\$439,833.20	\$0.00	\$3,754,721.55	\$1,790,497.45	86%	\$4,064,396.13
Expenditures									
PER - Personnel services	3,052,865.00	0.00	3,052,865.00	229,168.46	0.00	1,949,580.68	1,103,284.32	64%	1,969,260.15
FBI - Fringe benefits and taxes	1,491,838.00	0.00	1,491,838.00	115,327.71	0.00	859,489.08	632,348.91	58%	964,389.14
SRE - Salaries reimbursement	22,014.00	(44,028.00)	(22,014.00)	0.00	0.00	(18,016.45)	(3,997.55)	82%	(9,542.99)
EMP - Employee costs	16,673.00	4,771.00	21,444.00	863.52	0.00	9,227.25	12,216.75	43%	7,319.05
OPM - Operations and maintenance	372,917.00	1,500.00	374,417.00	18,148.25	16,721.05	331,110.21	26,385.74	93%	291,457.49
UTL - Utilities	80,222.00	0.00	80,222.00	7,081.34	0.00	49,585.64	30,636.36	62%	30,340.87
CHG - Chargebacks	347,605.00	0.00	347,605.00	27,016.33	0.00	224,739.90	122,865.10	65%	244,822.95
CON - Contracted services	37,888.00	9,000.00	46,888.00	1,781.23	506.23	16,012.03	30,369.74	35%	12,599.32
MED - Medical expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
OTH - Other	0.00	0.00	0.00	0.00	0.00	52,815.76	(52,815.76)	+++	98,027.36
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRO - Transfer out	151,954.00	0.00	151,954.00	833.33	0.00	93,251.84	58,702.36	61%	187,509.29
Expenditure Totals:	\$5,573,976.00	(\$28,757.00)	\$5,545,219.00	\$400,020.17	\$17,227.28	\$3,567,795.75	\$1,980,195.97	65%	\$3,796,182.63
Revenue Total:	\$5,529,948.00	\$15,271.00	\$5,545,219.00	\$439,833.20	\$0.00	\$3,754,721.55	\$1,790,497.45	88%	\$4,064,396.13
Expenditure Total:	\$5,573,976.00	(\$28,757.00)	\$5,545,219.00	\$400,020.17	\$17,227.28	\$3,567,795.75	\$1,960,185.97	65%	\$3,796,182.63
Fund: 100 Net Total	(\$44,028.00)	\$44,028.00	\$0.00	\$39,813.03	(\$17,227.28)	\$185,925.80	(\$169,898.52)		\$268,213.50